

THE LEWIS FOUNDATION

England & Wales · Charity number 1166405

Details

Status Registered

Legal form CIO

Registered 2016-04-07

Register [View on the Charity Commission register](#)

Contact

Address 62 Rothersthorpe Crescent
Rothersthorpe Industrial Estate
Northampton
NN4 8JD

Phone 01604 245689

Email hello@thelewisfoundation.co.uk

Website www.thelewisfoundation.co.uk

Activities

Objects: THE OBJECT OF THE CIO IS: FOR THE PUBLIC BENEFIT TO RELIEVE THE SICKNESS OF PEOPLE WITH CANCER WHO RESIDE IN THE East MIDLANDS AND SOUTH MIDLANDS IN PARTICULAR BUT NOT EXCLUSIVELY BY THE PROVISION OF ITEMS THAT PROVIDE RESPITE, COMFORT AND HAPPINESS AT A TIME WHEN THEY ARE RECEIVING CANCER TREATMENT.

Activities: On a weekly basis we go to Northampton General Hospital, BMI Three Shires- Northampton, Leicester Royal Infirmary, Kettering, Bedford, Luton & Dunstable, Nottingham City Hospital, Queens Medical Centre, Nottingham, Lincolnshire, Derbyshire, Stoke On Trent, Milton Keynes University Hospital Trust to provide free gifts & support to adult cancer patients in hospital.

Classification

- **How:** Provides Services
- **What:** General Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities

Geography

- **Area of benefit:** NORTHAMPTONSHIRE
- Cambridgeshire
- Central Bedfordshire
- Derbyshire
- Leicester City
- Lincolnshire
- Luton
- Milton Keynes
- Northamptonshire
- Nottinghamshire
- Stoke-on-trent City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-04-01	£424,398	£466,511	-	-
2024-04-01	£290,854	£315,569	-	-
2023-04-01	£216,257	£377,526	-	-
2022-04-01	£276,683	£150,691	-	-
2021-04-01	£168,268	£146,960	-	-

Trustees

Name	Role	Appointed
LORRAINE LEWIS	Chair	2026-04-01
Kim Evelyn Hughes		2025-02-01
LEE LEWIS		2016-04-07

Accounts

Company registration number CE006157 (England and Wales)

Charity registration number 1166405 (England and Wales)

THE LEWIS FOUNDATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

THE LEWIS FOUNDATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs T Spence	
	Mr L Lewis	
	Mrs S Sanders	(Appointed 1 February 2025)
	Mrs K Hughes	(Appointed 1 February 2025)
Country of incorporation	United Kingdom (England and Wales)	CE006157
Charity registration	England and Wales	1166405
Registered office	Units H5A & H5B KG House Kingsfield Close Kings Heath Industrial Estate Northampton NN5 7QS	
Independent examiner	Cottons Group Limited Chestnut Field House Chestnut Field Rugby Warwickshire United Kingdom CV21 2PD	

THE LEWIS FOUNDATION

CONTENTS

	Page
Trustees' report	1 - 14
Independent examiner's report	15
Statement of financial activities	16
Balance sheet	17
Notes to the financial statements	18 - 27

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2025

The trustees present their annual report and financial statements for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "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 (FRS 102)".

Objectives and activities

THE OBJECT OF THE LEWIS FOUNDATION IS:

For the public benefit to relieve the sickness of people with cancer who reside in the East Midlands and South Midlands in particular but not exclusively, by the provision of items that provide respite, comfort and happiness at a time when they are receiving cancer treatment.

OUR MISSION

Provide comfort and happiness to cancer patients.

OUR VISION

No one goes through cancer alone.

OUR AIM

Through all the work we do, The Lewis Foundation is passionate about making a difference to the physical and mental wellbeing of those diagnosed with cancer. On a daily we continue to provide the support patients need during their cancer journey, so that people know they are cared for within the hospital setting from newly diagnosed patients to those being treated for end-of-life care.

PUBLIC BENEFIT

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing their aims and objectives regarding current and future planned activities. In particular, the Trustees consider how future planned activities will contribute to the aims and objectives of the charity. At the heart of everything we do is our focus on how our charitable activities have a public benefit.

INTRODUCTION AND OVERVIEW OF THE YEAR WHO WE ARE

ABOUT THE LEWIS FOUNDATION

WHO WE ARE AND WHY WE STARTED

At The Lewis Foundation we source, package and hand deliver gift packs for free to adult cancer patients in hospitals in the Midlands weekly. These are items that patients might find difficult to buy themselves or simply cannot afford - and that brings people happiness and comfort at a difficult time. For many people in the hospital setting, our volunteers are their only regular visitors.

Lorraine and Lee Lewis, founders of The Lewis Foundation, were deeply moved when Lee's mum was hospitalised with cancer at Northampton General Hospital. Witnessing first-hand the fear, loneliness and emotional strain faced by patients and their families, they felt driven to act. Determined to make a meaningful difference, they began sourcing donations, carefully packing and personally delivering gifts to patients on cancer wards. These simple acts of kindness marked the beginning of The Lewis Foundation, which officially became a registered charity in 2016.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

HOW IT WORKS IN THE HOSPITAL SETTING

Patients are invited to choose a gift pack from our gift menu either when they arrive for treatment or upon admission to hospital. With 29 different packs available, patients can select items that best support them during their treatment journey. Packs range from overnight essentials—including toiletries and underwear—to wellbeing items such as puzzle books and skin creams.

DAY PATIENTS

Gift stations or tubs are positioned near reception desks on cancer wards, with gifts attractively displayed for patients to choose from. Patients may help themselves, or be supported by our volunteers, who also take time to talk with patients and offer companionship.

Additional gift packs are stored on-site, allowing gift stations to be regularly replenished. Delivery schedules vary by hospital and may take place weekly, fortnightly, monthly, or quarterly, depending on local need.

IN-PATIENTS

For in-patients, gift packs are stored directly on the ward. Hospital staff and volunteers offer patients a choice from a gift menu on arrival, and the selected gift is then delivered to their bedside. Throughout a patient's stay, further visits are made to offer additional gifts and continued support.

ACCESS TO THE SERVICE

Our service is available to all patients receiving care on a cancer ward within one of our partner hospitals. There are no other eligibility criteria.

The Lewis Foundation is now in its ninth year of operation. Over the past year our focus has enabled us to:

- Maintain a dedicated core team of volunteers who support fundraising and awareness-raising activities, as well as sourcing, packing and personally delivering gift packs to adult cancer patients.
- Strengthen existing relationships and develop new partnerships with individuals, community groups and businesses at local, regional and national levels. These supporters volunteer their time, fundraise and donate to help sustain our work.
- Continue our partnership with 17 NHS hospitals across the East and South Midlands, providing gift packs and support to adult cancer patients. During 2024–2025, we made the strategic decision not to expand into additional hospitals, allowing us to prioritise income generation and the long-term sustainability of our existing services.
- Further develop and adapt our income generation models in response to changes within the charity funding landscape, particularly the challenges posed by the ongoing cost-of-living crisis.
- Maintain an average gift pack cost of £3.60, despite rising product prices. This has been achieved through strong partnerships with existing wholesalers and the growth of product donor relationships, enabling us to source key items for our gift packs and ensure the funds we raise go further.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

ACHIEVEMENTS AND PERFORMANCE OVER THE LAST 12 MONTHS

Over the past 12 months, the charity has continued to experience increasing challenges with traditional methods of income generation. When compared with previous years, our records show a notable decline in funds raised through community fundraising activities and events. Many members of the public are finding it more difficult to fundraise in the way they once could, with individuals either donating or fundraising smaller amounts or being unable to donate at all due to the financial pressures caused by the rising cost of living and economic climate. This is something that is being shared and experienced by charities across the board.

At the same time, funding opportunities have become increasingly limited, with some funding streams being reduced or withdrawn altogether, making it more difficult to secure long-term financial support.

The cost-of-living crisis and economic climate has also resulted in a growing demand for our services. Many cancer patients are unable to work or have reduced working hours, often without access to sick pay. As a result, patients are increasingly reliant on the essential items we provide within our gift packs. Patients, their families and hospital staff regularly tell us that these packs act as a lifeline—helping to provide basic necessities such as toiletries and snacks, as well as comfort items like books that offer a welcome distraction during treatment.

In response to these challenges, we have carefully reviewed how we can continue to deliver our services while generating the income required to sustain them. This has required us to think creatively and continue to adapt our income generation models, ensuring we can continue to do what we do best: providing comfort, dignity and moments of happiness to adult cancer patients in hospital.

While this period of change has continued to be challenging, we are proud that the decisions taken this year will strengthen our financial resilience and support the long-term sustainability of the charity.

The following section highlights The Lewis Foundation's achievements and performance over the past 12 months.

SUPPORTING CANCER PATIENTS

OUR GIFT PACKS

We have continued to offer a wide and carefully considered range of 29 gift packs to cancer patients that they select during cancer treatment. At present, no additional pack types have been recommended and we are confident that this range meets the diverse needs of patients in hospital and provides vital support during treatment.

On average, we distribute approximately 2,000 gift packs each month across our 17 hospital partners. While some hospitals have requested an increased number of packs, we have continued to cap the distribution at this level until our financial income grows sufficiently to support an expansion. Our hospital partners understand this position and recognise that increasing pack numbers is a key consideration for the next financial year.

We continue to receive enquiries from hospitals across the UK wishing to access our service. Our work is regularly shared within the NHS, highlighting the positive impact our gift packs have on patients' physical and mental wellbeing on cancer wards.

At this time, the charity has taken the strategic decision not to expand into additional hospitals, as doing so could compromise the quality and consistency of the service we currently provide. We will, however, reconnect with interested hospitals when we are in a stronger financial position to extend our reach.

We are proud to have maintained an average gift pack cost of £3.60. This has been achieved through the continuation of strong relationships with businesses and wholesalers who understand the nature of our work and have supported us by keeping product prices stable. This is despite the rising costs of products, which we have noted over the past financial year has increased.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2025*

In addition, we have expanded partnerships through our surplus stock campaign, which is outlined in more detail later in this report. We continue to work with businesses such as Stephenson's Online Limited, who donate excess stock including beauty and gift-based items. This campaign has been further strengthened with the increased number of Amazon donation fulfilment centres we work with and welcoming new brand partners such as Juniper Trading Limited enabling us to include additional items such as journals, books and dry skin creams. These donations significantly reduce our purchasing costs, helping to keep pack costs low and in some cases, allowing entire packs to be produced at no cost.

Below are examples of how the impact of our work continues to make a difference.

"I just want to say a big THANK YOU for my journal pack that I picked up this morning during my visit to Oncology at Addenbrookes Hospital. I am going through breast cancer treatment and finding it tough. So, it was perfect timing to find this gift this morning and it means a lot to me that someone is thinking of people like me and supporting us with little gift bags just when we need something to make us smile and remember we are not alone."

Patient Feedback

"Hello, I wanted to say thank you. My husband was admitted into Nottingham City Hospital. He walked in but deteriorated over the next few hours. He was admitted and lost consciousness. The next day I was told they have found cancer in 2 areas. It hit me like a brick. Slowly over the evening, he began to come back to me. We were given 2 gift packs from your charity from the nurses. Every item was thoughtful especially for a wife who could not think or function correctly enough to think of all the things he might need. We played cards. I had to be very flexible on the rules, but it didn't matter. Just something to do together that made us laugh. Your packs are gratefully received and very well thought out. Huge big thank you from us. We are back home now and he knows his diagnosis. We will get through whatever happens next together."

Family Member Feedback

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

INCOME GENERATION

Below is an overview of how The Lewis Foundation generates the income required to deliver vital support to the cancer patients we serve.

Over the past year, we continue to have as a key strategic priority, the development and strengthening of a broader range of income streams. This work is focused on enabling us to continue to build a more resilient and sustainable income model. By diversifying our income, we aim to improve financial stability and enable more effective planning, ensuring the continuity and quality of our services.

FUNDRAISING

OUR OWN FUNDRAISING EVENTS AND THIRD-PARTY FUNDRAISING

We continued to focus on events with lower fundraising targets of £300 or under, based on evidence from previous years which showed that many supporters were finding higher targets increasingly difficult to achieve. Popular events such as our annual abseil, the London Landmarks Half Marathon and the Northampton Half Marathon remained successful in attracting participants, raising funds and increasing awareness of our work.

We will continue to seek events at this sponsorship level and aim to offer a wider range of opportunities across all hospital areas we support, in response to requests from patients, their families and hospital staff.

This year, we ran our annual Water Dash event with sponsorship from Michael Jones Jeweller. Whilst we raised funds thanks to this sponsorship, challenges relating to power supply at the location and volunteer availability meant we were unable to deliver the event to the standard we expected. Alternative locations have been explored; however, costs and resource requirements meant this would not be financially viable. We have decided to pause this community event for 2025 and we will review the opportunity again in the future.

We also trialled a collaborative approach by partnering with Cynthia Spencer Hospice to deliver a Colour Run. While the event successfully brought both charities together, the level of work involved and the financial return achieved was less than anticipated it led us to decide not to repeat the collaboration. Cynthia Spencer Hospice will continue to run the event independently.

We were proud to host our second annual Gala Ball, supported by our long-term corporate partners, Fawsley Hall and Spa, who generously donated the venue. The event focused on engaging business supporters and attracting new corporate partnerships. We welcomed a wide range of attendees, including community leaders such as the Mayor of Northampton, who had selected us as his chosen charity of the year and the Deputy Lord Lieutenant. The evening also featured performances from local artist VV Brown.

Through sponsorship, in-kind donations and ticket sales, the event raised over £13,000. Demand for the Gala Ball was extremely positive, with many existing guests and new supporters expressing interest in attending next year. As a scalable and high-impact event, it will remain a key part of our fundraising calendar.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2025*

We were delighted to see members of the public organising their own fundraising activities, from a six-year-old hosting a street food festival to a retirement village running pop-up shop fundraisers. Supporters of all ages played a vital role in raising funds and awareness for The Lewis Foundation.

We were also proud to be selected as the Mayor of Northampton 'Charity of The Year' – Cllr Paul Joyce selected us as he has personal experience with a family member of what the reality was like for someone in hospital diagnosed with cancer. He understood the nature of our work and together with his wife Mylissa wanted to support. Several activities have taken place like the Gala Cinema Screening at the Northampton Film House, Bridgeton Themed Gala Ball and activities via his role at the Post Office.

We remain committed to encouraging, supporting and celebrating anyone who chooses to fundraise on our behalf.

FUNDING

We have been grateful over the last 12 months for the funding support we have received that has not only funded our gift packs but also helped to cover our core costs. We have not highlighted everyone as some people have requested that recognition is not required for the funding they have provided.

£997 from One Stop Community Partnership to support our gift packs for cancer patients in Northampton General Hospital.

£3,888 from West Northamptonshire Council, Household Support Fund for our gift packs for cancer patients in Northampton General Hospital in 2024.

£25,000 Postcode Places Trust – funding our overall work

£25,000 Scott Bader – Global Impact Fund

£8,064 from West Northamptonshire Council, Household Support Fund for our gift packs for cancer patients in Northampton General Hospital in 2025.

£18,720 from West Northamptonshire Council, United Kingdom Shared Prosperity Fund to fund staff members' salaries at charity outlet store Grosvenor Shopping Northampton.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

CORPORATE PARTNERSHIPS

Over the past year, we have continued to place a strong focus on developing and strengthening our corporate partnerships. Our ambition is for these relationships to go beyond one-off *Charity of the Year* arrangements. Instead, we carefully consider whether potential partners align with our values and share our commitment to creating meaningful, long-term impact for the people we support.

Corporate partnerships have therefore been a key strategic focus, enabling us to work collaboratively with businesses to deliver large-scale, sustainable change for adults receiving cancer treatment in hospital.

As part of this approach, we have expanded our corporate partnerships to include volunteering opportunities. Our volunteer, Natalie, now leads weekly team-building sessions every Wednesday from our storeroom, welcoming different businesses to help prepare and pack gift packs ready for hospital delivery. This hands-on involvement allows partners to gain a deeper understanding of our work, our team and the direct impact of their support. This initiative has proven highly successful in strengthening partnerships, with demand now exceeding the number of available sessions.

Below are some highlights of the businesses we are proud to work with, whose collective support has helped provide essential care and comfort to adults diagnosed with cancer in hospital.

STEPHENSONS ONLINE LIMITED

Stephensons Online Limited continues to provide exceptional long-term support, now in its ninth year.

This includes mentorship from Barry Tong, product donations and collaboration on our Surplus Stock Appeal, encouraging other businesses to give back and make a difference.

AMAZON

We have expanded our partnership with Amazon, now expanding beyond Daventry to work with fulfilment centres in Milton Keynes and Northampton. Their support includes surplus stock donations, which are used in our gift packs, cafés, to support staff and volunteers, or sold via our outlet stores. In addition, Amazon teams support us through fundraising activities and regular monthly volunteering.

FAWSLEY HALL HOTEL & SPA

In addition to generously donating the venue for our annual Gala Ball, Fawsley Hall Hotel and Spa continues to support us through customer-led fundraising, hosting events and product donation drives.

FRANKLIN'S SOLICITORS

We were delighted to be selected as one of Franklins Solicitors' chosen charities for their annual £50 Challenge. As part of this initiative, businesses including Fawsley Hall Hotel and Sophisticakes were each given £50 and three months to creatively grow the funds in support of The Lewis Foundation. The challenge generated over £5,000 for our work.

SCOTT BADER

Scott Bader has supported The Lewis Foundation for the fifth consecutive year, funding gift packs for oncology departments at Northampton General Hospital and Kettering General Hospital through their £25,000 Global Impact Fund. Their support ensures that every patient attending these busy oncology units receives a gift pack throughout the year.

DUNELM

Dunelm stores in Kettering, Northampton and Wellingborough invited customers to donate gift bags filled with items for our charity, resulting in thousands of much-needed products for our gift packs. This is part of their annual 'Delivering Joy' Campaign which runs from September – December each year. Due to the success of this campaign, we plan to expand the partnership to additional Dunelm stores across the areas we support next year.

TITAN PACKAGING

We were pleased to welcome Titan Packaging as a new supporter in March. They will be supporting our work through awareness-raising, fundraising and product donations.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

PARTNERSHIPS WITH YOUNG PEOPLE AND ADULTS WITH LEARNING DISABILITIES

The Lewis Foundation is committed to providing meaningful opportunities for children, young people and adults with learning disabilities. It is inspiring to see the younger generation and wider community learning about our work, understanding the importance of giving back and actively contributing to making a difference. Through these partnerships, we not only support learning and personal development but also build capacity for our charity, creating new donors, supporters and advocates for our cause.

Over the past year, we have continued to engage with schools, colleges, universities, and specialist organisations to support adult cancer patients in hospital. Examples of our work include:

SCHOOLS AND SPECIALIST ACADEMICS

We have continued to work and build new partnerships with a range of schools and specialist providers, including:

- Quinton House School
- Abbeyfield School
- Moulton School & Science College
- Northampton School for Girls
- East Hunsbury Primary School
- Purple Oaks Academy
- Greenfield Specialist School
- Northgate School, Mencap and Born To Perform

Activities have included:

- The Lewis Foundation team members giving talks to students about our work. We have also welcomed students researching and presenting talks on our behalf to fellow students.
- Supporting students to organise collection drives for essential items for our gift packs.
- Assisting students in planning and hosting their own fundraising events and enterprise initiatives to support the charity.
- Guiding Duke of Edinburgh Award students completing Bronze and Silver Awards through volunteering in our cafes, outlet store and at events.

COLLEGES AND UNIVERSITIES

- **Northampton College:** Offering work placements across our cafe, outlet store, events, and gift-packing activities, including opportunities for adults with learning disabilities.
- **University of Northampton:** Collaborating on creative projects such as documentaries, illustrations, enterprise and design work to showcase and promote The Lewis Foundation.

These partnerships not only enhance learning and skills development but also create a strong sense of social responsibility, instilling the value of community engagement while directly supporting cancer patients in hospital

OUTLET STORE – GROSVENOR SHOPPING NORTHAMPTON

Our outlet store has now been open for a full year and has proven to be a valuable addition to our income generation activities. The store allows members of the public to purchase brand-new items at affordable prices, with profits directly supporting The Lewis Foundation. In addition to generating income, the store has significantly increased our visibility, introducing new audiences to our work and helping us attract new donors, supporters and volunteers.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

The success of our Surplus Stock Appeal and the continued expansion of our business donor network have enabled us to increase both the volume and variety of products available in the store. We have also encouraged members of the public to donate unused, brand-new items—such as unwanted gifts—promoting the reuse of new products and reducing waste.

We continue to receive a wide range of donated items, including:

- Health and beauty products
- Cleaning products
- Car care products
- Travel items
- Homeware (small to medium items)
- Clothing
- Toys and children's items
- Seasonal products
- Work and office supplies, including stationery

STAFFING AND VOLUNTEERING

NORTHAMPTON OUTLET STORE

During the year, we trialled running the outlet store entirely with volunteers. However, due to the unpredictability of volunteer availability and the operational demands of the store, this model proved unsustainable. With the support of UK Shared Prosperity Fund (UKSPF) funding from West Northamptonshire Council, we were able to employ staff, which significantly improved the efficiency, reliability and overall effectiveness of the store. Volunteers continue to play an important role, working alongside staff members.

This staffing structure has also enabled us to expand our commitment to providing meaningful volunteering and work experience opportunities. We continue to offer placements for students from schools and colleges, as well as adults with learning disabilities. Our long-standing partnership with Northgate School has expanded to include organisations such as Mencap and Born To Perform. We are particularly proud to have supported students from Northgate School in achieving AQA Retail Qualifications, covering key retail skills including stock rotation, customer service and till operation. We remain committed to providing pathways that support individuals in gaining skills and progressing towards employment, whether with us or elsewhere.

LUTON POINT STORE

In May 2024, we were given the opportunity to open a second outlet store at Luton Point Shopping Centre, operating under the same model as our Northampton store. This initiative helped to raise awareness and funds in Luton, where we support adult cancer patients at Luton & Dunstable Hospital. The store did successfully increase our profile in the area and helped us build relationships with new supporters, including Luton Airport and Amazon Luton. However, it did not have the desired financial success that was promised by the centre and we made a decision to end our lease agreement 6 months early with the centre in November 2024 due to the financial detriment to the charity.

The success was not on the same level we were experiencing in Northampton, which we thought would be greater given it was a city and the footfall in the centre was higher. Whilst it was a unique opportunity to have a premises that was rent/utility free on this occasion it was not the project that had the success we anticipated. There was no hesitation in making the decision to terminate the lease. We have subsequently been offered further opportunities from Luton Point for a premises, which we have turned down based on our experience we do not feel this is a viable financial option for The Lewis Foundation.

We would welcome the opportunity to revisit this model in the future when the appropriate infrastructure is in place.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

LOOKING AHEAD

Over the coming year, our focus will be on continuing to raise the profile of our Northampton outlet store, encouraging increased donations from both the public and businesses, generating additional income and further developing the store as a training and skills development environment.

THE LINK CAFE – NORTHAMPTON MUSEUM AND ART GALLERY

This year presented a unique opportunity for The Lewis Foundation to further diversify its income generation and raise awareness of our work through the launch of **The Link Cafe**, located within Northampton Museum & Art Gallery.

Following a competitive tender process led by West Northamptonshire Council, we were successful in securing the contract to operate the cafe. The Link Cafe officially opened on **11 November 2024**.

Taking on the cafe involved rebuilding its reputation and re-establishing confidence following challenges experienced under the previous operator—an opportunity we were pleased to embrace. While still in the early stages of operation, the cafe has already received encouraging support from visitors and the local community.

The Link Cafe provides an additional platform to promote The Lewis Foundation's mission while generating essential income, with all profits from purchases directly supporting our work with adult cancer patients.

We look forward to seeing how The Link Cafe develops over the coming year and the opportunities it will create to strengthen our impact and sustainability.

THE ELGAR CENTRE – COMMUNITY CENTRE AND CAFE

Our community cafe at The Elgar Centre Community Centre in Upton, Northampton, continues to operate successfully and has expanded its opening hours in response to customer demand. The cafe is now open on Mondays, Tuesdays, Thursdays and Fridays from 9.00am to 2.00pm, and on Saturdays from 9.00am to 1.00pm.

The cafe has continued to be a welcoming hub not only for cancer patients and their families, but also for the wider community. We regularly welcome visitors from local retirement homes, walking groups, youth clubs, and parent-and-toddler groups who use the cafe as a meeting point. We are increasing

seeing friendships and connections forming, reinforcing the cafe's role as a place of community, inclusion and support.

The cafe has also been an effective way to raise awareness of The Lewis Foundation among members of the public who may not have previously been familiar with our work. It provides a focal point where people can meet our team, learn more about our mission, volunteer and engage in giving back to their local community.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

MANAGEMENT OF THE ELGAR CENTRE

In September 2024, we were informed by the existing trustees of The Elgar Centre that, following the completion of the Upton development, the building had been handed back from the developer to West Northamptonshire Council and put out to tender. As a result, the centre was due to close in December 2024 until a successful tender applicant was appointed.

During the tender process, West Northamptonshire Council invited us to manage the building and continue running both the community centre and cafe, given our long-standing presence at the site. This also prevented the site from being closed. From 14 December 2024, we have been operating the centre and cafe, with all proceeds supporting The Lewis Foundation. We have also formally applied as part of the tender process and understand that West Northamptonshire Council may take between six and twelve months to reach a final decision.

In the meantime, this opportunity allows us to continue delivering positive impact within the local community. Should we be successful in the tender process, we recognise there is no guarantee that future arrangements would enable us to operate the centre in a way that directly benefits The Lewis Foundation. This position will be kept under regular review and any necessary decisions will be made at the appropriate time.

LOOKING AHEAD WITH THE OUTLET STORE, LINK CAFE AND ELGAR CENTRE

We look forward to seeing how these three models develop over the next financial year. These initiatives have played a crucial role in offsetting reductions in traditional funding, donations, and fundraising, ensuring that our services remain uninterrupted. These models are now essential to the operation of The Lewis Foundation, bridging the gap left by conventional charity income streams.

Beyond financial sustainability, these initiatives have delivered wider social and environmental benefits that exceed our original expectations. Following discussions with the Board and our accountants, we believe the most effective way to support these activities long-term is through the creation of a **trading subsidiary**. Any profits generated would be donated back to The Lewis Foundation to fund our hospital-based support. We will work closely with our accountants to establish this structure and ensure it maximises both income generation and impact.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

FINANCIAL REVIEW

This year, the charity experienced a financial loss, which we attribute to the opening of the Luton store. Earlier in the report, we explained that we were presented with an opportunity to open a store within a shopping mall. On paper, this appeared to be a strong opportunity for The Lewis Foundation to generate additional income and support our charitable activities.

However, the store did not deliver the projected income. After 6 months of trading, it became clear that the store was not financially sustainable and would result in a loss to the charity. As a result, we made the decision to close the store immediately. While we do not regret taking this risk, it has provided a valuable learning experience. Going forward, we now have a clearer understanding of charity retail operations and the key factors that must be considered when assessing similar opportunities. We will ensure that any future opportunity is thoroughly evaluated to prevent a financial loss to the charity.

To strengthen our financial oversight, at the end of November 2024 we implemented a more rigorous monitoring process. We now track income from existing locations, events, fundraising and donations against expenditure on a weekly basis. These figures are reviewed monthly to ensure we have a clear understanding of what is working, what is not and what requires improvement. This approach has already supported The Lewis Foundation by enabling us to assess our financial performance more accurately and make informed decisions that best support the people we serve.

Based on the measures now in place, we are satisfied that the charity is positioned to continue its activities into the next financial year. The charity's assets are sufficient to meet its current financial obligations, and the trustees are confident that existing services to our hospital partners can be maintained without any reduction in quality. Our beneficiaries remain at the heart of all decision-making, and financial planning is undertaken with their needs as the primary consideration.

It is the policy of the charity to maintain unrestricted funds—those not designated for a specific purpose—at a level equivalent to up to three months' expenditure. The trustees consider this range to be prudent, allowing the charity to continue its activities in the event of a significant reduction in income while providing sufficient time to identify and implement alternative fundraising or income-generation strategies.

The trustees are mindful that reserves are intended to support sustainability rather than routine expenditure. Accordingly, we are actively working on future plans to strengthen income streams and reduce reliance on reserves. This reserves policy has been consistently maintained throughout the year and will continue to be reviewed regularly to ensure it remains appropriate for the charity's scale, activities, and risk profile.

FUTURE PLANS

The Lewis Foundation has identified three key priority areas for the next financial year, all focused on strengthening long-term financial sustainability and enabling us to support as many people as possible who are diagnosed with cancer. Achieving these priorities will place the charity in a strong position to grow its impact while remaining resilient in a challenging economic climate.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

3 KEY AREAS FOR THE NEXT 12 MONTHS

1. Strengthening Corporate Partnerships
We will continue to develop corporate partnerships beyond traditional "Charity of the Year" arrangements, with a focus on building long-term relationships and creating ambassadors for The Lewis Foundation.

This includes working with individuals and businesses who are willing to financially invest in the charity through lump-sum donations or regular monthly contributions. We are developing structured partnership models, such as funding gift packs per hospital ward on a monthly, quarterly, or annual basis.

In addition, we aim to encourage businesses to engage in meaningful volunteering opportunities that deliver financial or skills-based impact. This may include organising fundraising events, providing professional expertise, or supporting marketing and awareness activity.

2. Growth of Income Generation Activities
We plan to further develop income generation across our outlet store in the Grosvenor Shopping Centre, Northampton, The Elgar Centre, and The Link Cafe at Northampton Museum & Art Gallery.

These locations will continue to be positioned as community-focused destinations where charitable purpose sits alongside trusted household brands. By growing these ventures as sustainable income streams, we aim to strengthen financial resilience and create future opportunities for growth while making a positive difference within local communities.

3. Expanding Business Donation Networks
We will continue to grow our network of businesses that donate surplus stock for use in our gift packs. We aim to increase the number of Amazon Fulfilment Centres we work with, enabling us to significantly increase the volume of donations received and, in turn, the number of patients we are able to support.

THANK YOU

Despite the ongoing challenges presented by the cost-of-living crisis and the wider economic environment, we have ended the financial year with new and diversified ways of generating income, raising awareness, and—most importantly—providing vital support to adult cancer patients both in and out of hospital.

The charity continues to evolve and grow, and this review demonstrates the wide range of actions being taken to ensure we can sustain and develop the services we provide to those who rely on us.

None of this would be possible without the continued support of our donors, partners, volunteers, staff, and wider community. Thank you for making the work of The Lewis Foundation possible. We truly could not do what we do without you.

Structure, governance and management

The charity is controlled by a governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006. The Governing Document was adopted on 16th February 2016. It has been amended on 17th July 2017, 8th June 2019 and 18th May 2022.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr D Basu (Resigned 1 February 2025)

Mrs T Spence

Mr KN Hall

(Resigned 1 July 2024)

Mr L Lewis

Mrs F Murphy

(Resigned 1 February 2025)

Mrs S Sanders

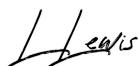
(Appointed 1 February 2025)

Mrs K Hughes

(Appointed 1 February 2025)

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The trustees' report was approved by the Board of Trustees.



Mr L Lewis

Trustee

30/01/2026

Date: BF 110008-7C1B-4EAD-27BC-08DE600C8F78

THE LEWIS FOUNDATION

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE LEWIS FOUNDATION

I report to the trustees on my examination of the financial statements of The Lewis Foundation (the charity) for the year ended 31 March 2025.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

Independent examiner's statement

Since the charity's gross income exceeded £250,000, the independent examiner must be a member of a body listed in section 145 of the Charities Act 2011. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the Companies Act 2006.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Cottons Group Limited

Chestnut Field House

Chestnut Field

Rugby

Warwickshire

CV21 2PD

United Kingdom

Date: 30/01/2026....

BF110000-7C1B-8EAD-2700-98DE600C8F78

THE LEWIS FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

		Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
	Notes						
Income from:							
Donations and legacies	3	156,955	55,672	212,627	168,080	40,850	208,930
Other trading activities	4	211,760	-	211,760	81,924	-	81,924
Investments	5	11	-	11	-	-	-
Total income		<u>368,726</u>	<u>55,672</u>	<u>424,398</u>	<u>250,004</u>	<u>40,850</u>	<u>290,854</u>
Expenditure on:							
Raising funds	6	25,856	-	25,856	7,854	-	7,854
Charitable activities	7	387,918	48,290	436,208	257,994	48,314	306,308
Other expenditure	12	4,447	-	4,447	1,407	-	1,407
Total expenditure		<u>418,221</u>	<u>48,290</u>	<u>466,511</u>	<u>267,255</u>	<u>48,314</u>	<u>315,569</u>
Net income/(expenditure) and movement in funds		(49,495)	7,382	(42,113)	(17,251)	(7,464)	(24,715)
Reconciliation of funds:							
Fund balances at 1 April 2024		<u>22,464</u>	<u>13,913</u>	<u>36,377</u>	<u>39,715</u>	<u>21,377</u>	<u>61,092</u>
Fund balances at 31 March 2025		<u>(27,031)</u>	<u>21,295</u>	<u>(5,736)</u>	<u>22,464</u>	<u>13,913</u>	<u>36,377</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

THE LEWIS FOUNDATION

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
Fixed assets					
Tangible assets	14		7,297		11,770
Current assets					
Stocks	15	3,764		21,442	
Debtors	16	6,720		13,633	
Cash at bank and in hand		18,814		7,451	
		<u>29,298</u>		<u>42,526</u>	
Creditors: amounts falling due within one year	17	<u>(42,331)</u>		<u>(17,919)</u>	
Net current (liabilities)/assets			(13,033)		24,607
Total assets less current liabilities			<u>(5,736)</u>		<u>36,377</u>
The funds of the charity					
Restricted income funds	19		21,295		13,913
Unrestricted funds	20		(27,031)		22,464
			<u>(5,736)</u>		<u>36,377</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025.

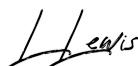
The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

30/01/2026

The financial statements were approved by the trustees on BF110000-7C1B-8EAD-27C2-08DE500CBF78



Mr L Lewis
Trustee

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

Charity information

The Lewis Foundation is a private company limited by guarantee incorporated in England and Wales. The registered office is Units H5A & H5B, KG House, Kingsfield Close, Kings Heath Industrial Estate, Northampton, NN5 7QS.

1.1 Basis of preparation

The financial statements have been prepared in accordance with the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

The charity's reserves at 31st March 2025 are negative, primarily due to the reasons mentioned in the Trustees report. The trustees have prepared cash flow forecasts for a period of at least 12 months from the date of approval of these financial statements.

These forecasts, together with confirmed funding commitments and ongoing cost management measures, indicate that the charity will be able to meet its obligations as they fall due. The trustees have also considered potential risks and mitigating actions.

On this basis, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, the financial statements have been prepared on a going concern basis.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and equipment	20% on cost
Fixtures and fittings	20% on cost
Computers	33% on cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

(Continued)

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated 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. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2025 £	2025 £	2025 £	2024 £	2024 £	2024 £
Donations	136,255	-	136,255	168,080	-	168,080
Grants	20,700	55,672	76,372	-	40,850	40,850
	<u>156,955</u>	<u>55,672</u>	<u>212,627</u>	<u>168,080</u>	<u>40,850</u>	<u>208,930</u>

4 Income from other trading activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Fundraising events	23,302	23,919
Shop income	188,458	58,005
Other trading activities	<u>211,760</u>	<u>81,924</u>

5 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest receivable	<u>11</u>	<u>-</u>

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

6 Expenditure on raising funds

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Trading costs		
Operating charity shops	25,856	7,854

7 Expenditure on charitable activities

	Charitable activities 2025 £	Charitable activities 2024 £
Direct costs		
Staff costs	222,138	96,558
Depreciation and impairment	4,472	4,870
Storage	51,554	34,106
Insurance	3,740	3,721
Telephone and internet	6,392	6,763
Printing, postage and stationery	24,254	13,384
Stock movement	17,678	21,496
Event costs	24,775	20,067
Gift packs	27,984	50,385
Staff Training	1,217	282
Advertising	8,719	11,338
Sundries	8,559	10,634
Travel and subsistence	4,031	4,475
Motor expenses	16,976	17,247
Subscriptions	1,394	1,872
IT and computer	663	816
Virtual admin assistant	1,469	1,404
	426,015	299,418
Share of support and governance costs (see note 8)		
Governance	10,193	6,890
	436,208	306,308
Analysis by fund		
Unrestricted funds	387,918	257,994
Restricted funds	48,290	48,314
	436,208	306,308

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

8 Support costs allocated to activities

	2025 £	2024 £
Governance costs	10,193	6,890
Analysed between:		
Charitable activities	10,193	6,890

9 Net movement in funds

	2025 £	2024 £
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	480	480
Depreciation of owned tangible fixed assets	4,472	4,870

10 Trustees

During the year one trustee received remuneration for their role in the running of the charitable activities and not for their trustee position.

Remuneration consisted of:
Salary - £24,000 (2024 - £24,000)
Social security - £2,057 (2024 - £2,057)
Pension contributions - £533 (2024 - £533)

All expenses reimbursed to Trustees are done in their capacity of the running of the charitable activities and not for their Trustee position.

11 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
Trustee	1	1
Employee	15	5
Total	16	6

Employment costs

	2025 £	2024 £
Wages and salaries	209,908	91,860
Social security costs	9,616	2,543
Other pension costs	2,614	2,155
	222,138	96,558

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

11 Employees

(Continued)

There were no employees whose annual remuneration was more than £60,000.

12 Other expenditure

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Financing costs	4,447	1,407

13 Taxation

The charity is exempt from taxation on its activities as the majority of its income is to raise funds for charitable purposes. All sales of goods are donated and this is not regarded as a trade for tax purposes. The charity's other trading activities are covered by the small trading exemption.

14 Tangible fixed assets

	Plant and equipment £	Fixtures and fittings £	Computers £	Total £
Cost				
At 1 April 2024	21,239	2,659	6,785	30,683
At 31 March 2025	21,239	2,659	6,785	30,683
Depreciation and impairment				
At 1 April 2024	12,115	1,064	5,735	18,914
Depreciation charged in the year	3,415	532	525	4,472
At 31 March 2025	15,530	1,596	6,260	23,386
Carrying amount				
At 31 March 2025	5,709	1,063	525	7,297
At 31 March 2024	9,124	1,595	1,051	11,770

15 Stocks

	2025 £	2024 £
Finished goods and goods for resale	3,764	21,442

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

16 Debtors

	2025	2024
	£	£
Amounts falling due within one year:		
Trade debtors	-	13,176
Other debtors	6,720	-
Prepayments and accrued income	-	457
	<u>6,720</u>	<u>13,633</u>

17 Creditors: amounts falling due within one year

	2025	2024
	£	£
Other taxation and social security	16,576	1,683
Trade creditors	20,925	7,973
Other creditors	1,319	5,347
Accruals and deferred income	3,511	2,916
	<u>42,331</u>	<u>17,919</u>

18 Retirement benefit schemes

	2025	2024
	£	£
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	<u>2,614</u>	<u>2,155</u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

19 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	Movement in funds			Movement in funds			
	Balance at 1 April 2023	Incoming resources	Resources expended	Balance at 1 April 2024	Incoming resources	Resources expended	Balance at 31 March 2025
	£	£	£	£	£	£	£
The Will Charitable Trust	13,485	-	(1,242)	12,243	-	(1,122)	11,121
Scott Bader	-	-	-	-	25,000	(25,000)	-
WNC Share Prosperity Fund	-	-	-	-	18,720	(18,720)	-
WNC Household Support Fund	-	-	-	-	11,952	(2,984)	8,968
MK Community Funding	-	30,000	(30,000)	-	-	-	-
Openworks	-	10,500	(10,500)	-	-	-	-
Miller Homes	-	350	(350)	-	-	-	-
National lottery community fund	5,758	-	(5,758)	-	-	-	-
Market Harborough Building Society	2,134	-	(464)	1,670	-	(464)	1,206
	<u>21,377</u>	<u>40,850</u>	<u>(48,314)</u>	<u>13,913</u>	<u>55,672</u>	<u>(48,290)</u>	<u>21,295</u>

Income received has been transferred to the following funds and has been used in accordance within the terms and conditions of the bequest

*Scott Bader - Gift pack costs

*The Will Charitable Trust - Gift pack costs and new premises set up costs

*MK Community Foundation - Hampers costs

*WNC Share Prosperity Fund - Charity shop wages

*WNC Household Support Fund - Gift pack costs

*National lottery community fund - New premise set up costs

*Miller Homes - Gift pack costs

*Openworks - Storage costs

*MHBS - Fixtures

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

20 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2024 £	Incoming resources £	Resources expended £	At 31 March 2025 £
General funds	22,464	368,726	(418,221)	(27,031)
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Previous year:	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
General funds	39,715	250,004	(267,255)	22,464
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

21 Analysis of net assets between funds

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £
At 31 March 2025:			
Tangible assets	5,247	2,050	7,297
Current assets/(liabilities)	(32,278)	19,245	(13,033)
	<u> </u>	<u> </u>	<u> </u>
	(27,031)	21,295	(5,736)
	<u> </u>	<u> </u>	<u> </u>
	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
At 31 March 2024:			
Tangible assets	7,857	3,913	11,770
Current assets/(liabilities)	14,607	10,000	24,607
	<u> </u>	<u> </u>	<u> </u>
	22,464	13,913	36,377
	<u> </u>	<u> </u>	<u> </u>

22 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).

Document electronically signed



www.fusesign.com

Document Details

Document ID	27d90000-fc2e-867c-f036-08de600c3d2c
Document Bundle ID	27d90000-fc2e-867c-bb11-08de600c3dcf
Uploaded to FuseSign	2026-01-30 14:33 +00:00
FuseSign subscriber	Cottons Group
Initiator email	skite@cottongroup.com
Signed by	The Lewis Foundation (lorraine.lewis@thelewisfoundation.co.uk +44 7966 050794), Sarah Kite (skite@cottongroup.com)
System finalisation	2026-01-30 17:27 +00:00
Verify URL	https://app.fuse.work/fusesign/verify/27d90000-fc2e-867c-f036-08de600c3d2c

Document Signers

Signer 1

Name The Lewis Foundation
Email lorraine.lewis@thelewisfoundation.co.uk
Mobile +44 7966 050794
IP Address/es 86.13.41.239
Signed on Pages 17, 20
Verification Mode SMS Code



Signer 2

Name Sarah Kite
Email skite@cottongroup.com
Mobile N/A
IP Address/es 195.224.89.18
Signed on Pages 18
Verification Mode Email Code



DOCUMENT AUDIT LOG

DATE TIME	USER	TRANSACTION
2026-01-30 14:33 +00:00	SKITE@COTTONSGROUP.COM	DOCUMENT BUNDLE CREATED BY SARAH KITE (SKITE@COTTONSGROUP.COM)
2026-01-30 14:33 +00:00	SYSTEM	ACCESS LINK: SENDING EMAIL TO: LORRAINE.LEWIS@THELEWISFOUNDATION.CO.UK. (2 DOCUMENTS - 2 SIGNING ACTIONS).
2026-01-30 17:17 +00:00	THE LEWIS FOUNDATION	SMS VERIFICATION REQUESTED TO MOBILE ENDING IN 794
2026-01-30 17:18 +00:00	THE LEWIS FOUNDATION	CODE ENTERED AND VERIFIED
2026-01-30 17:18 +00:00	THE LEWIS FOUNDATION	LINK OPENED FROM IP 86.13.41.239
2026-01-30 17:19 +00:00	THE LEWIS FOUNDATION	DOCUMENT SIGNED: 2025 ACCOUNTS [FYI-108283036].PDF - ON PAGE 17 (SIGNATUREID: BF110000-7C1B-0EAD-27B7-08DE600C8F78)
2026-01-30 17:19 +00:00	THE LEWIS FOUNDATION	DOCUMENT SIGNED: 2025 ACCOUNTS [FYI-108283036].PDF - ON PAGE 20 (SIGNATUREID: BF110000-7C1B-0EAD-27C0-08DE600C8F78)
2026-01-30 17:19 +00:00	THE LEWIS FOUNDATION	FORM FIELDS SUBMITTED FOR DOCUMENT: 2025 ACCOUNTS [FYI- 108283036].PDF
2026-01-30 17:19 +00:00	THE LEWIS FOUNDATION	DOCUMENT SIGNED: 2025 ACCOUNTS [FYI-108283036].PDF
2026-01-30 17:20 +00:00	THE LEWIS FOUNDATION	THE LEWIS FOUNDATION HAS COMPLETED BUNDLE 27D90000-FC2E-867C- BB11-08DE600C3DCF
2026-01-30 17:21 +00:00	SYSTEM	PROGRESSING BUNDLE TO SIGNING GROUP 2
2026-01-30 17:21 +00:00	SYSTEM	ACCESS LINK: SENDING EMAIL TO: SKITE@COTTONSGROUP.COM. (2 DOCUMENTS - 1 SIGNING ACTION).
2026-01-30 17:24 +00:00	SARAH KITE	EMAIL VERIFICATION REQUESTED TO EMAIL SKITE@COTTONSGROUP.COM
2026-01-30 17:24 +00:00	THE LEWIS FOUNDATION	LINK OPENED FROM IP 86.13.41.239
2026-01-30 17:25 +00:00	SARAH KITE	CODE ENTERED AND VERIFIED
2026-01-30 17:25 +00:00	SARAH KITE	LINK OPENED FROM IP 195.224.89.18
2026-01-30 17:26 +00:00	SARAH KITE	DOCUMENT SIGNED: 2025 ACCOUNTS [FYI-108283036].PDF - ON PAGE 18 (SIGNATUREID: BF110000-7C1B-0EAD-27CE-08DE600C8F78)
2026-01-30 17:26 +00:00	SARAH KITE	FORM FIELDS SUBMITTED FOR DOCUMENT: 2025 ACCOUNTS [FYI- 108283036].PDF
2026-01-30 17:26 +00:00	SARAH KITE	DOCUMENT SIGNED: 2025 ACCOUNTS [FYI-108283036].PDF
2026-01-30 17:26 +00:00	SARAH KITE	SARAH KITE HAS COMPLETED BUNDLE 27D90000-FC2E-867C-BB11- 08DE600C3DCF
2026-01-30 17:27 +00:00	SYSTEM	FINALISING DOCUMENT (27D90000-FC2E-867C-F036-08DE600C3D2C)

More Information

For more information on electronic signatures and to validate this document was signed by the parties listed above, please visit www.fusesign.com

THE LEWIS FOUNDATION

England & Wales - Charity number 1166405

Accounts

Charity registration number 1166405

Company registration number CE006157 (England and Wales)

THE LEWIS FOUNDATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

THE LEWIS FOUNDATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Mr D Basu
Mrs T Spence
Mr KN Hall
Mr L Lewis
Mrs F Murphy

Charity number

1166405

Company number

CE006157

Registered office

Units H5A & H5B
KG House
Kingsfield Close
Kings Heath Industrial Estate
Northampton
NN5 7QS

Independent examiner

Cottons Accountants LLP
1 Billing Road
Northampton
United Kingdom
NN1 5AL

THE LEWIS FOUNDATION

CONTENTS

	Page
Trustees' report	1 - 14
Independent examiner's report	15
Statement of financial activities	16
Balance sheet	17
Notes to the financial statements	18 - 27

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2024

The trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "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 (FRS 102)" (effective 1 January 2019).

Objectives and activities

THE OBJECT OF THE LEWIS FOUNDATION IS:

For the public benefit to relieve the sickness of people with cancer who reside in the East Midlands and South Midlands in particular but not exclusively, by the provision of items that provide respite, comfort and happiness at a time when they are receiving cancer treatment.

OUR MISSION

Provide comfort and happiness to cancer patients.

OUR VISION

No one goes through cancer alone.

OUR AIM

Through all the work we do, The Lewis Foundation is passionate about making a difference to the physical and mental wellbeing of those diagnosed with cancer. On a daily we continue to provide the support patients need during their cancer journey, so that people know they are cared for, and no one goes through cancer treatment alone.

PUBLIC BENEFIT

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing their aims and objectives regarding current and future planned activities. In particular, the Trustees consider how future planned activities will contribute to the aims and objectives of the charity. At the heart of everything we do is our focus on how our charitable activities have a public benefit.

INTRODUCTION AND OVERVIEW OF THE YEAR WHO WE ARE

ABOUT THE LEWIS FOUNDATION

WHO WE ARE AND WHY WE STARTED

At The Lewis Foundation we source, package and hand deliver gift packs for free to adult cancer patients in hospitals in the Midlands weekly. These are items that patients might find difficult to buy themselves or simply cannot afford - and that brings people happiness and comfort at a difficult time. For many people in the hospital setting, our volunteers are their only regular visitors.

Lorraine and Lee Lewis (Charity Founders) were so moved when Lee's mum was hospitalised with cancer at Northampton General Hospital that it led them to set up a charity.

Recognising the fear, upset and loneliness faced by individuals undergoing cancer treatment and their loved ones, they were determined that their charity would make a real difference. They sourced donations, packaged, and delivered gifts for patients on oncology wards. That was April 2016 - when The Lewis Foundation was born.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

HOW IT WORKS IN THE HOSPITAL SETTING

Patients pick a gift pack of their choice from our gift list when they either arrive for treatment or are admitted into hospital. There are 29 different packs patients can select from, so they get to choose what gifts they would like to support them through treatment. Packs range from overnight packs containing essentials such as toiletries & underwear, puzzle books and miniature radios.

Day Patients

Gift stations/Tubs are placed next to the reception desk on the cancer wards with all the gifts displayed on them. Patients can then help themselves to what gift they would like. This is also supported by volunteers who will also go round and hand out packs, in addition to spending time speaking to the patients.

Additional packs are stored at the hospital so the gift station/tubs can be replenished.

Each hospital varies in the frequency of the deliveries from weekly, fortnightly, monthly and each quarter.

In-Patients

Gift packs are stored on the ward. Hospital volunteers and staff will offer cancer patients a choice of gift from a gift menu on arrival at the ward. The gift is then brought to the patient. However, additional visits and offer of gifts will be offered throughout a patients stay.

The only criteria to access our service is that you are on a cancer ward at one of the hospitals that we partner with.

The Lewis Foundation is now in its 8th year. Our focus over the last year has led us to:

- Maintain a team of 50 core volunteers that help fundraise, raise awareness, source, package and hand deliver gift packs to adult cancer patients.
- Maintained and developed new relationships with key individual, community and business supporters who volunteer, fundraise and donate to support our cause. Our cause is now attracting donors on a national scale such as Avon and Amazon.
- Maintained our partnership to 17 NHS hospitals across the East and South Midlands providing our gift packs and support to adult cancer patients. We have decided not to expand to any further hospitals in 2023 as our focus has been on income generation and sustainability of our existing services.
- Developed our income generation models to adapt to change in the charity landscape to funding, fundraising and donations because of the cost-of-living crisis.
- We have now found a new home in My 1st Years in Northampton since July 2023. We have a space where we can now store all the items, we need for our gift packs and also pack them in the same location. The team at My 1st Years, can also support with collection of deliveries, sending of items and additional storage should we require it. As a charity, this is the first time we have ever had this and it has made a huge difference to the efficiency and smooth running our service.
- We have been able to maintain the average gift pack cost price of £3.60, despite price rises in products. This is due to our continued partnerships with existing wholesalers and development of new partner product donors such as Amazon.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2024*

ACHIEVEMENTS AND PERFORMANCE OVER THE LAST 12 MONTHS

As a charity over the last 12 months, we have continued to experience that the traditional methods of generating income for our charity has become tougher.

When comparing our records from previous years of attending fundraising efforts in the community and through events, we have noticed a significant decline in fundraising income. Members of the public are finding it harder to fundraise in the manner they used to as people are either donating a lesser amount or are not able to donate at all due to the financial impact of the rising costs of living in society.

It is clear there are limited funding pots, with some even being cut which has made it harder to secure long term funding.

The cost-of-living crisis has meant we have experienced an increased demand for our services. With cancer patients not being able to work or are restricted hours, often without sick pay, people are relying more on the items we provide for our packs. Patients, their families and hospital staff repeatedly tell us that our packs are acting as a lifeline with people not being able to afford toiletries, snacks or something as simple as a book to take their mind off what they are going through.

For us as charity, we had to look at how we can financially continue to deliver our services and generate the income we need to make this happen.

We have had to really think outside the box and adapt our income generation model to enable us to deliver what we love to do best, which is to provide comfort and happiness to adult cancer patients in hospital. As a charity, we have decided we have no option but to adapt to meet the needs of society, who want to give but are not always financially able to give.

Whilst, it has been tough to start to make this transition and a huge learning curve, we are proud to say the decisions we are making will enable us to raise funds and build a sustainable financial income.

Below showcases our achievements and performance for The Lewis Foundation over the last 12 months.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

SUPPORTING CANCER PATIENTS

OUR GIFT PACKS

We have been able to maintain the variety of gift packs we offer to patients at 29 different packs. No one has come forward recommending any further packs, so we are satisfied at present we offer the wide variety of packs that is needed that is of benefit to patients in hospital.

We continue to provide on average 2000 packs per month to our 17 hospital partners. Whilst, the hospitals have requested more packs be delivered, we have currently capped it at this number until we build our financial income to be able to offer an increased number of packs to the hospitals we support. The hospitals are understanding of this and know that increasing the number of packs that we can offer is something that we look at in the next financial year.

We continue to receive requests from other hospitals across the UK for our services. Our work continues to be shared across the NHS about the benefits of our support to a patients physical and mental wellbeing on a cancer ward.

At present as a charity, we have decided we will not expand our service further as this would compromise the quality of the existing service we already provide. However, we will reach out to the hospitals that have approached when we are in a financial position to do so.

As a charity, we are proud we have been able to maintain our average gift pack cost of £3.60. We have been able to maintain our existing relationships with businesses and wholesalers who understand the nature of our work and have not increased the prices of the products that we need to purchase.

We have also been able to partner with businesses through our surplus stock campaign, which we will outline in more detail later. We continue to partner with businesses such as Sol Retail who donate their excess stock to our charity such as toiletries-based items. This is something we have been able to expand with new brand donors such as Avon, Amazon, Boots and J & J Fulfilment increasing that product range such as journals, books and dry skin creams. This also saves us money from not having to purchase the items which means we can keep our pack cost low or sometimes at zero cost because entire items needed for the packs has been donated.

COMMUNITY SUPPORT

Over the last 12 months our work has extended to support cancer patients in the community. We have found that we have been contacted by cancer patients and their families outside the hospital setting asking for support and advice on topics such as exercise, skincare and nutrition.

With funding support for a period of 12 months from Milton Keynes Community Foundation, we are able to host a series of masterclasses and workshops for cancer patients and their families covering the topics they were asking for in the community setting. We partnered with Naturally TIWA Skincare who provided the products that would alleviate the side effects of treatment, providing comfort to the patients.

Masterclasses and Workshops included hosting pamper session at Harrods Beauty, Yoga Workshop, Soundbath and Journalling. We found the numbers of participants continue to grow, with patients and their families' forming connections and creating their own network of support outside the hospital setting. This project is due to complete in July 2024, with a view to be taking if this something we wish to continue beyond this date.

Below are examples of how the impact of our work continues to make a difference:

GIFT PACK FEEDBACK

I have been working with The Lewis Foundation on behalf of Nottingham University Hospitals NHS Trust for 4 years. During this time I have personally witnessed the difference that this charity makes for people living with a cancer diagnosis.

When I first met Lorraine and Lee Lewis, their dedication and commitment to improving the lives of people with cancer and were clear to see. They had a simple idea and turned that idea into a charity that improves lives. The gifts they supply combat loneliness, make people feel cared for, lift mood and in many cases provide clothing and food during long days in hospital for people who may not have the means to provide this for themselves.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

This month alone and with the help of this wonderful charity:

- We gave Joyce an art pack which she completed on the ward while receiving life saving treatment. The pack prompted a discussion with the person in the next bed and together they worked on the art, got to know one another and formed a friendship.

- We gave Peter an overnight pack after he was unexpectedly admitted to the ward from an out-patients clinic. The pack provided him with essential toiletries, underwear and nightwear.

- We gave a sickness band pack to Susan, who was struggling with nausea during treatment.

- Michael picked up a book to read during his long chemotherapy sessions and when he finishes it, he will pass it on another patient having chemotherapy.

- We gave James a hot drink and snack pack after he told us that he was at hospital all day for treatments and didn't have the means to get a drink or snack.

I could recount endless stories like the ones above and the overwhelming response to the packs, is of gratitude but also of feeling cared for and less alone.

The Lewis Foundation are a joy to work alongside, and I hope they continue to raise the funds needed to sustain this wonderful and unique charity.

Alison Hall, Macmillan Information Lead Specialist

Wanted to say thank you my husband was admitted to QMC this Monday 2 September he walked in but deteriorated over the next few hours.

He was admitted and had lost consciousness. The next day I was told they had found cancer in 2 areas it hit me like a brick. Slowly over that evening he began to come back to me. We were given 2 gift packs from your charity from the nurses.

Every item was thoughtful especially for a wife who couldn't think or function correctly enough to think of all the things he might need!

We played cards I had to be very flexible on the rules, but it didn't matter just something to do together that made us laugh.

Your packs were gratefully received and very well thought out and huge, big thank you from us.

My Lee is back home with me now he knows his diagnosis and we will get through whatever happens next together.

Nina Taylor

Hello lovely people,

I felt I just had to mail you to say I received your goodie bags yesterday. It's always exiting to get unexpected gifts especially when you are plugged in to chemo. It was even better yesterday as I had an allergic reaction and they had to suspend the start of this, my second and last chance to allay the spread of my secondaries.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

I am a sociable person and find that many people undergoing treatment switch off and don't want to talk. This I can understand, I think, but 8 hrs is a long time.

I won't let this get me down and I am fairly anarchic so am laughing most of the time, defying the cancer and telling it I will not let it kill me. I am not afraid of death, it's a natural progression after all.

Once again, a HUGE THANK YOU for your wonderful kindness. I have made a donation and know others in my village are planning to do so.

Lesley Lax

INCOME GENERATION

Below is a highlight of how The Lewis Foundation generates its funds to provide the service we do to the cancer patients we support.

Our key focus was to start to develop build a range income streams to generate the funds we need for The Lewis Foundation to provide its services. This is about starting to develop our income model so we are not just relying on funding, fundraising and donations which makes it hard for us to plan as a charity how much income we receive, which will impact on the service we are able to provide.

FUNDRAISING

OUR OWN FUNDRAISING EVENTS

We reviewed our previous years data about what fundraising events would be beneficial to proceed with going forward and which ones no longer worked. Across the board with all our fundraising events, we have seen a decline each year on the total funds raised.

It enabled us to identify that fundraisers with a lower fundraising target (£200 and under) did well and anything above that level of income a lot of people were struggling to meet. We were finding people who has signed up to fundraise were contacting us in advance of the event saying they were worried they would not meet their target, with some not being able to reach their target.

We took the decision to drop events such as our Skydive due to a higher sponsorship amount that needed to be raised and focusing on things such smaller sponsorship targets such as the Firewalk and Abseil.

We have continued to host our own annual event 'Water Dash' at Upton Country Park, with us being able to secure sponsors such as Michael Jones Jeweller to cover the costs of the event. This has meant 100% of the race entry and any sponsorship goes directly to The Lewis Foundation to fund our work. Due to popularity increasing, it is something we will also host again new year.

This year for the first time, as a charity we decided to host our own Gala Ball. Working with one of our long-term Corporate Partners Fawsley Hall and Spa who gifted us the venue space to use. This was about targeting our business supporters and attracting new ones to support our cause. We were able to attract sponsors such as Mannol UK and University of Northampton which covered the costs of the event. It a fantastic evening bringing many members of the community together such as the Mayor of Northampton and Deputy Lord Lieutenant and included performances from local artist Billy Lockett. In total £11,100 was raised and it is an event that will scale, which we will host again next year.

In addition, we also had individuals and businesses organising their own fundraisers for The Lewis Foundation from taking part in running events, bake sales to hosting their fundraising activities.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

COMMUNITY FUNDRAISING EVENTS

Based on reviewing our previous data for community events over the last 5 years, we decided to reduce attending events of this nature by around 80%. The money raised vs time invested was not charity time or money spent well, which could be deployed to other areas.

We also found it harder to get volunteer for events especially at the weekends with our volunteers regularly saying they are working more or have caring responsibilities. If we had to pay for people to work to attend, we would be in deficit.

This is something that has not just been experienced by us but also other charities too.

We now only focus on key community events that have consistently been successful like Weston Favell Shopping Centre and Duston Players Theatre Group.

FUNDING

We have been grateful over the last 12 months for the funding support we have received that has not only funded our gift packs but also helped to cover our core costs. We have not highlighted everyone as some people have requested that recognition is not required for the funding they have provided.

Tesco – Groundworks – Blue Token in Tesco Stores across the areas we support has secured us funding of £4750 to support our gift pack costs.

Openwork Foundation – Provided funding of £10,500 to help support with 6 months rental costs of our storage unit. This was a fantastic funding support for The Lewis Foundation as it is hard to secure funding to assist with core costs.

West Northamptonshire Council – Provided funding of £4995.28 through WNSET programme which help fund the initial fixture and fitting costs of our outlet shop in Grosvenor Shopping Northampton.

Milton Keynes Community Foundation – Granted funding of £17,200 to host SMILE Events for cancer patients. This was for events hosted in the community, accompanied with products for the patients to help support with the physical and mental wellbeing of cancer patients and their families, providing them with a network of support.

Northants Community Aid - £1322.98 – Provided funding to improve our facilities for volunteers such a coffee machine and google speakers for music.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

CORPORATE PARTNERSHIPS

This year has been really focused on building our Corporate Partnership relationships. We want it to go beyond being just the one – off Charity of The Year. For us it was important to look at who we are working with, do they align with our values and what we are trying to achieve. Therefore, Corporate Partnership was a key area of focus for us to work alongside businesses who together could create large scale impact and change for the people that we support.

We have also extended our corporate partnership to include as part of their support to be involved in volunteering with The Lewis Foundation. Our volunteer Natalie now runs a team building session every Wednesday from our store. We invite different businesses every week to prepare and pack our gift packs ready for the hospital. For us this was important for them to get a better understanding of our work, the team and how their support contributes to this. We feel that has been an excellent way to solidify our partnership working and is working really well, leading to greater support.

Below are some of the highlights of businesses we are proud to work with, which together has provided essential care and support for adults diagnosed with cancer in hospital.

Stephensons Online

Their incredible support continues with mentorship from Barry Tong, product donations and working in partnership on Surplus Stock Appeal to encourage other businesses to give back and make a difference. We are now in our 5th year of support from this business.

Scott Bader

This is the 4th year they have now funded our gift packs for Oncology in Northampton General Hospital for the whole year. There is a high number of cancer patients who go to the department in Oncology, The funding they provide ensures a gift is always available for everyone thanks to Scott Bader's support.

Lucienne Coaching

Lucienne has supported The Lewis Foundation as her Charity Partner for her annual Female Founders summit event and monthly masterclasses in Northampton, with donations from these events to fund our work.

Events & PR

Charity Partner for their National Women in Business Awards and National SME which is a platform to raise awareness of our cause and funds to support our work.

Amazon Daventry

Through the donation of surplus stock from the Amazon, fundraising as a team and monthly volunteering from team members to support our work.

Avon, UK

Through the donation of surplus stock from the Amazon, fundraising as a team and monthly volunteering from team members to support our work.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

SURPLUS STOCK APPEAL & OUTLET STORE

We continue to push forward with our Surplus Stock Appeal as an excellent way to secure stock from businesses which is either used in our gift packs or as a way to raise funds for our charity through prizes for events, tombola and through hosting pop up shops as a way to raise funds.

We continue to receive the following type of items:

- Health and beauty products
- Cleaning Products
- Car Care Products
- Travel
- Homeware - small to medium products
- Clothing
- Toys and children's items
- Seasonal items
- Work and Office e.g., stationary

The popularity of our Pop-Up Shop Fundraisers in Grosvenor Shopping Northampton was leading to more business donors, greater stock donations and requests from the shopping centre/members of the public to host more pop-up events.

The opportunity arose from Grosvenor Shopping Northampton to have a permanent base within the centre to raise funds for our work, we were offered a unit in centre as trial for 12 months. Fixtures, fittings and equipment was supported by West Northamptonshire Council WNSET fund. The unit officially opened on 21st July 2023.

Whilst the primary focus of this is to raise funds and awareness so as a charity, we can provide our packs and support to adult cancer patients in hospital, it also has had secondary benefits which we never anticipated when we started this project.

Our unit has created volunteering opportunities as the outlet is run by volunteers of The Lewis Foundation, in combination with working with Northgate School. Twice a week student from the school supported with teachers work in the store completing work placements and their AQA Retail Qualification to prepare them with the skills they need to enter the world of work. This is something as a charity we are proud to support.

Having a permanent base, has been a great method to raise The Lewis Foundation within the community and amongst members of the public who have never heard of our work. It has given us a focal point in the town centre where people can meet the team, find out more about our work, volunteer and engage in giving back to their local community.

For us the concept is a win-win all round as it:

- Encourage businesses to support their local community, whilst diverting products away from landfill
- Providing us with products that we can use to help adult cancer patients in hospital
- Providing us with products that can be used to raise funds
- Helping members of the community have access to products at cheaper prices, which is helping them to raise funds to support members of the community
- Creating volunteering opportunities for the community
- Creating education and qualification for the community including adults/young people with learning disabilities and mental health

This is a concept we are keen to continue as a method to generate funds for The Lewis Foundation. It meets the donor needs in that they can make a donation to support our work by purchasing a product. We look forward to seeing how this will take shape and develop over the next year.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

COMMUNITY CAFE

Our community café at The Elgar Centre Community Centre, Upton, Northampton continues to run, with the days of the week now extending to:

Tuesday, Thursday and Friday between 9am – 2pm and Saturday 9am – 11am. It is becoming an excellent hub for not only cancer patients and their families. Whilst the primary focus of this is to raise funds and awareness so as a charity, we can provide our packs and support to adult cancer patients in hospital, it also has had secondary benefits which we never anticipated when we started this project.

It is becoming a hub for the wider community. We have people such as the local retirement homes, walkers and parent and tot groups who use this as a meeting point. We are finding that people in the café are forming friendships and connections.

It has been a great method to raise The Lewis Foundation profile within the community, amongst members of the public who have never heard of our work. It has given us a focal point in the community where people can meet the team, find out more about our work, volunteer and engage in giving back to their local community.

We were proud to be rated as a 5 Star in respect of our Health & Hygiene from West Northamptonshire Council.

Again, it is a concept is a win-win all round as it:

- Encourage businesses to support their local community, whilst diverting products away from landfill. We have businesses that donate food and drink items, which is either excess stock or one item has broken in the section which means they have to dispose of the whole section, which includes perfectly good stock.
- Raises funds to support our work, which means support can be given in the hospital setting for cancer patients
- Creating volunteering opportunities for the community

We look forward to seeing how this concept builds over the next financial year.

With both the outlet store and community café, we will review at the end of the next financial year where a charity we intend to take this. They are projects that are working that are generating funds that enables the work we do to support adult cancer patients possible. Both methods have really supported the shortfall of funding, donations and fundraising that has experienced and has prevented us from having to reduce our services as a result. However, they have also created wider community benefits and environmental benefits way beyond we could ever have imagined.

If the momentum continues with this, for the next financial review we will explore whether we need to set up a Limited Community, which incorporates the outlet store and community café. This would separate from The Lewis Foundation as a charity, with profits from the limited company being donated to help fund the packs and support we provide within the hospital setting. This is something as a Board we are aware of and have had discussions about, in addition to a discussion with our accountants regarding this.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

OUR COMMITMENT TO WORKING WITH YOUNG PEOPLE & PEOPLE WITH LEARNING DISABILITIES

We are always keen to maintain our commitment of providing opportunities for children and people with learning disabilities.

Over the last year, below are some of the examples of our commitment to support in this area, working together to support adult cancer patients in hospital.

Schools

- Quinton House School
 - Abbeyfield School
 - Moulton School & Science College
 - Northampton School For Girls
 - East Hunsbury Primary School
 - Purple Oaks Academy
 - Greenfield Specialist School
 - Northgate School
-
- a. Members of The Lewis Foundation giving talks to different year groups about our work and supporting cancer patients
 - b. Supporting students holding their own collection drives for items
 - c. Supporting students in hosting their own fundraising events for The Lewis Foundation
 - d. Gift Packing Sessions on the school site
-
- Supporting Duke of Edinburgh Students completing their Bronze and Silver Awards for volunteering in the café, outlet shop and our events
-
- Work placements for students from Northampton College in our café, outlet shop, events and gift packing.
 - University of Northampton – working on projects with the students to showcase The Lewis Foundation such as documentaries, illustrations and design work.

AWARDS & ADDITIONAL ACHIEVEMENTS TO HIGHLIGHT

AWARDS

We continue to receive recognition for the work that we do to support adults diagnosed with cancer in hospital. Winning awards helps to raise our profile, enabling us to have a chance to raise awareness of our work and enable more support for our cause.

Awards won over the last 12 months:

- Rose of Northamptonshire Award – Presented by HM Lord Lieutenant of Northamptonshire
- Pour Moi Awards – Lorraine Lewis – Community Champion

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2024*

FINANCIAL REVIEW

We are satisfied with the performance of The Lewis Foundation. We are in a financial position where we can continue our activities during the next financial year.

Our charities assets are adequate to fulfil its financial obligations and we can maintain the existing services we provide to our current hospital partnerships without impacting on the quality of the existing service we provide. Our beneficiaries are at the forefront of our mind in everything we do. Our reserves provide us with security that if no income was received by our charity, we would have adequate funds to continue our service for a period of 3 months. Given the uncertainty what the future for charities will look like especially with the cost-of-living rise, this provides us with adequate security to ensure our charity can provide our much-needed support to our beneficiaries.

As a charity we are keen not to resort to being in this position and are working on future plans to avoid us being in a position where we must use our reserve funds. It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between one-to-three-month expenditure.

The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

FUTURE PLANS

We have 3 key area for the next financial year, which is focused on building our long-term financial sustainability to enable to support as many people as possible diagnosed with cancer. If we can achieve the 3 goals below, it will enable us to achieve this.

Plans for future periods:

1. Continue to build Corporate Partnerships who are willing to financially invest in The Lewis Foundation, whether that be a lump sum or a monthly donation. Developing to encourage more national brands to donate.
2. Development of outlet store in Grosvenor Shopping Northampton and Community Café at The Elgar Centre Upton. Exploring whether this can really be developed into our income generation model to support our future financial sustainability as 2 new income streams for The Lewis Foundation.
3. Continue to build our business network that will donate us surplus stock we can use for our gift packs and raise money for our charity by creating a PR campaign around this with the support of Stephensons Online.

THANK YOU

Despite the challenges caused by Cost-Of-Living Crisis we left this financial year with new methods to generate funds, raise awareness and more importantly be able to provide support to adult cancer patients in and out of hospital. We continue to develop and grow as a charity.

The overview demonstrates the different ways we are doing all we can to ensure we can continue to provide the service we do to the people that we support.

We could not do the work we do, without everyone supporting us. Thank you for making what we do possible. We could honestly not do it without you all.

Structure, governance and management

The charity is controlled by a governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006. The Governing Document was adopted on 16th February 2016. It has been amended on 17th July 2017, 8th June 2019 and 18th May 2022.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr D Basu
Mrs T Spence
Mr KN Hall
Mr L Lewis
Mrs F Murphy

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2024*

The trustees' report was approved by the Board of Trustees.



Mr L Lewis
Trustee

31 January 2025

THE LEWIS FOUNDATION

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE LEWIS FOUNDATION

I report to the trustees on my examination of the financial statements of The Lewis Foundation (the charity) for the year ended 31 March 2024.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of [ENTER IN DATABASE cy1015], which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Cottons Accountants LLP

1 Billing Road
Northampton
NN1 5AL
United Kingdom

Dated: 31 January 2025

THE LEWIS FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes						
Income from:							
Donations and legacies	3	168,080	40,850	208,930	131,239	34,411	165,650
Other trading activities	4	81,924	-	81,924	50,607	-	50,607
Total income		250,004	40,850	290,854	181,846	34,411	216,257
Expenditure on:							
Raising funds	5	7,854	-	7,854	-	-	-
Charitable activities	6	257,994	48,314	306,308	352,202	23,950	376,152
Other expenditure	11	1,407	-	1,407	1,374	-	1,374
Total expenditure		267,255	48,314	315,569	353,576	23,950	377,526
Net expenditure and movement in funds		(17,251)	(7,464)	(24,715)	(171,730)	10,461	(161,269)
Reconciliation of funds:							
Fund balances at 1 April 2023		39,715	21,377	61,092	211,445	10,916	222,361
Fund balances at 31 March 2024		22,464	13,913	36,377	39,715	21,377	61,092

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

THE LEWIS FOUNDATION

BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	13		11,770		15,064
Current assets					
Stocks	14	21,442		42,938	
Debtors	15	13,633		2,314	
Cash at bank and in hand		7,451		13,990	
		<u>42,526</u>		<u>59,242</u>	
Creditors: amounts falling due within one year	16	<u>(17,919)</u>		<u>(13,214)</u>	
Net current assets			<u>24,607</u>		<u>46,028</u>
Total assets less current liabilities			<u>36,377</u>		<u>61,092</u>
Net assets excluding pension liability			<u>36,377</u>		<u>61,092</u>
			<u><u>36,377</u></u>		<u><u>61,092</u></u>
The funds of the charity					
Restricted income funds	18		13,913		21,377
Unrestricted funds			22,464		39,715
			<u>36,377</u>		<u>61,092</u>
			<u><u>36,377</u></u>		<u><u>61,092</u></u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on 31 January 2025



Mr L Lewis
Trustee

Company registration number CE006157 (England and Wales)

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

The Lewis Foundation is a private company limited by guarantee incorporated in England and Wales. The registered office is Units H5A & H5B, KG House, Kingsfield Close, Kings Heath Industrial Estate, Northampton, NN5 7QS.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and equipment	20% on cost
Fixtures and fittings	20% on cost
Computers	33% on cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated 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. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2024 £	2024 £	2024 £	2023 £	2023 £	2023 £
Donations	168,080	-	168,080	123,290	-	123,290
Grants	-	40,850	40,850	7,949	34,411	42,360
	<u>168,080</u>	<u>40,850</u>	<u>208,930</u>	<u>131,239</u>	<u>34,411</u>	<u>165,650</u>

4 Income from other trading activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fundraising events	23,919	33,987
Shop income	58,005	16,620
Other trading activities	<u>81,924</u>	<u>50,607</u>

5 Expenditure on raising funds

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Trading costs		
Operating charity shops	<u>7,854</u>	<u>-</u>

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

6 Expenditure on charitable activities

	Charitable activities 2024 £	Charitable activities 2023 £
Direct costs		
Staff costs	96,558	85,465
Depreciation and impairment	4,870	4,775
Rent and storage	34,106	23,778
Insurance	3,721	2,887
Telephone and internet	6,763	5,839
Printing, postage and stationery	13,384	11,753
Stock movement	21,496	126,435
Event costs	20,067	19,553
Gift packs	50,385	45,039
Staff training	282	60
Advertising	11,338	8,918
Sundries	10,634	4,788
Travel & subsistence	4,475	3,520
Motor expenses	17,247	23,942
Subscriptions	1,872	517
IT and computer	816	1,771
Virtual admin assistant	1,404	230
	<u>299,418</u>	<u>369,270</u>
Share of support and governance costs (see note 7)		
Governance	6,890	6,882
	<u>306,308</u>	<u>376,152</u>
Analysis by fund		
Unrestricted funds	257,994	352,202
Restricted funds	48,314	23,950
	<u>306,308</u>	<u>376,152</u>

7 Support costs allocated to activities

	2024 £	2023 £
Governance costs	6,890	6,882
Analysed between:		
Charitable activities	<u>6,890</u>	<u>6,882</u>

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

8	Net movement in funds	2024 £	2023 £
	The net movement in funds is stated after charging/(crediting):		
	Fees payable for the independent examination of the charity's financial statements	480	480
	Depreciation of owned tangible fixed assets	4,870	4,775
		<u> </u>	<u> </u>

9 Trustees

During the year one trustee received remuneration for their role in the running of the charitable activities and not for their trustee position.

Remuneration consisted of:

Salary - £24,000 (2023 - £24,000)

Social security - £2,057 (2023 - £2,165)

Pension contributions - £533 (2023 - £3,600)

All expenses reimbursed to Trustees are done in their capacity of the running of the charitable activities and not for their Trustee position.

10 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Trustee	1	1
Employee	5	2
	<u> </u>	<u> </u>
Total	6	3
	<u> </u>	<u> </u>

Employment costs	2024 £	2023 £
Wages and salaries	91,860	79,400
Social security costs	2,543	2,571
Other pension costs	2,155	3,494
	<u> </u>	<u> </u>
	96,558	85,465
	<u> </u>	<u> </u>

There were no employees whose annual remuneration was more than £60,000.

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

11 Other expenditure

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Financing costs	1,407	1,374

12 Taxation

The charity is exempt from taxation on its activities as the majority of its income is to raise funds for charitable purposes. All sales of goods are donated and this is not regarded as a trade for tax purposes. The charity's other trading activities are covered by the small trading exemption.

13 Tangible fixed assets

	Plant and equipment £	Fixtures and fittings £	Computers £	Total £
Cost				
At 1 April 2023	21,239	2,659	5,209	29,107
Additions	-	-	1,576	1,576
At 31 March 2024	21,239	2,659	6,785	30,683
Depreciation and impairment				
At 1 April 2023	8,302	532	5,209	14,043
Depreciation charged in the year	3,813	532	525	4,870
At 31 March 2024	12,115	1,064	5,734	18,913
Carrying amount				
At 31 March 2024	9,124	1,595	1,051	11,770
At 31 March 2023	12,937	2,127	-	15,064

14 Stocks

	2024 £	2023 £
Finished goods and goods for resale	21,442	42,938

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

15 Debtors

	2024	2023
	£	£
Amounts falling due within one year:		
Trade debtors	13,176	375
Prepayments and accrued income	457	1,939
	<u>13,633</u>	<u>2,314</u>

16 Creditors: amounts falling due within one year

	2024	2023
	£	£
Other taxation and social security	1,683	2,575
Trade creditors	7,973	2,801
Other creditors	5,347	4,922
Accruals and deferred income	2,916	2,916
	<u>17,919</u>	<u>13,214</u>

17 Retirement benefit schemes

	2024	2023
	£	£
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	<u>2,155</u>	<u>3,494</u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

19 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
General funds	39,715	250,004	(267,255)	22,464
Previous year:	At 1 April 2022 £	Incoming resources £	Resources expended £	At 31 March 2023 £
General funds	211,445	181,846	(353,576)	39,715

20 Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
At 31 March 2024:			
Tangible assets	7,857	3,913	11,770
Current assets/(liabilities)	14,607	10,000	24,607
	22,464	13,913	36,377
	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
At 31 March 2023:			
Tangible assets	9,445	5,619	15,064
Current assets/(liabilities)	30,270	15,758	46,028
	39,715	21,377	61,092

21 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

THE LEWIS FOUNDATION

England & Wales - Charity number 1166405

Accounts

Charity registration number 1168405

Company registration number CE006157 (England and Wales)

THE LEWIS FOUNDATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

THE LEWIS FOUNDATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr D Basu Mrs T Blunden Mr KN Hall Mr L Lewis Mrs F Murphy
Charity number	1166405
Company number	CE006157
Registered office	Units H5A & H5B KG House Kingsfield Close Kings Heath Industrial Estate Northampton NN5 7QS
Independent examiner	Cottons Accountants LLP 1 Billing Road Northampton United Kingdom NN1 5AL

THE LEWIS FOUNDATION

CONTENTS

	Page
Trustees' report	1 - 12
Independent examiner's report	13
Statement of financial activities	14
Balance sheet	15
Notes to the financial statements	16 - 25

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "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 (FRS 102)" (effective 1 January 2019).

Objectives and activities

The object of The Lewis Foundation is:

For the public benefit to relieve the sickness of people with cancer who reside in the East Midlands and South Midlands in particular but not exclusively, by the provision of items that provide respite, comfort and happiness at a time when they are receiving cancer treatment.

VISION

To provide comfort and happiness to every adult cancer patient going through cancer treatment within a hospital setting by providing a choice of gift pack for free and support.

MISSION

Our mission is to create a service that changes the patient experience for adults going through cancer treatment in hospital. We believe that adult cancer patients should have access to activities and visits that help to minimise isolation, loneliness, and boredom, which will help to support people during their cancer journey.

OUR AIM

Through all the work we do, The Lewis Foundation is passionate about making a difference to the physical and mental wellbeing of those diagnosed with cancer inside and outside the hospital setting. Daily we continue to provide the support patients need during their cancer journey, so that people know they are cared for, and no one goes through cancer treatment alone.

PUBLIC BENEFIT

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing their aims and objectives regarding current and in the planning future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives of the charity. At the heart of everything we do is our focus on how our charitable activities have public benefit.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) **FOR THE YEAR ENDED 31 MARCH 2023**

INTRODUCTION AND OVERVIEW OF THE YEAR WHO WE ARE

ABOUT THE LEWIS FOUNDATION

WHO WE ARE AND WHY WE STARTED

At The Lewis Foundation we source, package and hand deliver gift packs for free to adult cancer patients in hospitals in the Midlands weekly. These are items that patients might find difficult to buy themselves or simply cannot afford - and that brings people happiness and comfort at a difficult time. For many people in the hospital setting, our volunteers are their only regular visitors.

Lorraine and Lee Lewis (Charity Founders) were so moved when Lee's mum was hospitalised with cancer at Northampton General Hospital that it led them to set up a charity.

Recognising the fear, upset and loneliness faced by individuals undergoing cancer treatment and their loved ones, they were determined that their charity would make a real difference. They sourced donations, packaged, and delivered gifts for patients on oncology wards. That was April 2016 - when The Lewis Foundation was born.

HOW IT WORKS IN THE HOSPITAL SETTING

Patients pick a gift pack of their choice from our gift list when they either arrive for treatment or are admitted into hospital. There are 29 different packs patients can select from, so they get to choose what gifts they would like to support them through treatment. Packs range from overnight packs containing essentials such as toiletries & underwear, puzzle books and miniature radios.

The only criteria to access our service is that you are on a cancer ward at one of the hospitals that we partner with.

Once the gift is received, we then spend time with people to reduce loneliness. The gift is free for the patient to keep.

Pre —pandemic our volunteers would hand out the packs to patients on the ward/units and spend time with them following the selection of the pack. Since the pandemic, the thing we have had to adapt is that the nurses and hospital staff hand out the packs for us, due to restrictions remaining in place for external visitors and agencies like us. The hospitals have indicated we should be able to return to our original normal service towards the end of 2023/ early 2024.

The Lewis Foundation now in its 6th year has:

- Built up a team of 50 core volunteers that help fundraise, raise awareness, source, package and hand deliver gift packs to adult cancer patients.
- Has developed relationships with key individual, community and business supporter who volunteer, fundraise and donate to support our cause.
- Maintained our partnership to 17 NHS hospitals across the East and South Midlands providing our gift packs and support to adult cancer patients.
- Continued to be recognised by receiving awards for our work supporting Cancer Care. Identifying that our work to support adult cancer patients in the hospital setting is needed.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

ACHIEVEMENTS AND PERFORMANCE OVER THE LAST 12 MONTHS

The last few years faced with the pandemic restrictions had really changed how we operated as a Charity. It led us to having to adapt to a new way of working for not only how we raised our funds but also how we provide our gift packs to the adult cancer patients that we support. The pandemic lasting a lot longer than any of us could have anticipated.

The start of the new financial year saw the lifting of all the Covid restrictions, which for our charity was an opportunity for us to explore returning to face to face fundraising activities and events for The Lewis Foundation.

However, for those in the hospital settings on cancer wards the restrictions had not lifted and the hospitals were still operating as if the restrictions were in place. This meant we were not able to do our personal face to face visits to cancer patients in hospital because visiting was still restricted. This was due to the vulnerability of the patients who diagnosed with cancer were at a higher risk of contracting Covid, which was life-threatening if someone contracted it.

However, despite the challenges of adapting to a 'new normal', as a charity we are proud of what we have been able to achieve over the last 12 months. Below is an outline of what together with your support our charity The Lewis Foundation has been able to achieve over the last 12 months to make a difference to the lives of those diagnosed with cancer.

OUR GIFT PACKS

This year the number of gifts has still maintained around the 12,000 mark given away to support adult cancer patients across the hospitals that we support. We gave away 12,364 this financial year. This remains significantly lower than our pre-pandemic levels where we had crossed the 20,000 mark gifted in 1 year back in 2019.

Again, having discussions with the hospitals we partner with, the hospitals are still minimising the number of patients coming into the hospital due to vulnerability. A significant proportion of appointments and consultations continue to take place virtually or via telephone, with the focus being to minimise the number of people coming into the hospital setting unless it is essential.

We know that this is something that is outside of our control and not because our services are no longer required. Therefore, we are not concerned by the drop in number of gift packs given over the last 12 months and once patients can return to the hospitals in the manner they used to pre-pandemic, this figure will rise.

Due to knowing the drop in the number of gift packs given is only short term and that we should start to experience an increase in the service we provide as the restrictions ease, we have decided to only partner with one additional hospital, which is Cambridgeshire University Hospital.

By partnering with one other hospital financially we can support this one and continue to maintain the same standard of service at the other hospitals we partner with.

As outlined in the previous end of year report, it is still the case that we need to purchase most of the items we need for our gift packs. Of product donations we receive, only 5% are suitable for our gift packs. The remaining 95% of items needed we must purchase. We are fortunate to work with businesses and wholesalers who give us access to products at cheaper than the RRP and they have maintained existing prices for us despite their being a cost-of-living increase.

This means we have been able to maintain the average cost of a gift pack to £3.60 despite the rising cost in items due to the cost-of-living increase because of the pandemic.

We are still providing a choice of 29 gift packs for the patients this year. Despite seeking patient and hospital staff feedback, no new packs have been requested. The feedback we have had is that the current selection of gift packs is sufficient to support everyone. We are satisfied with the selection we have to offer.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

However, we have had a new request in respect of Palliative Care Cancer Patients from Kettering General Hospital Palliative Care Team. The patient did not need a whole gift pack with all the contents, sometimes they needed just one item such as a deodorant, brush or a journal book. They asked if it was possible to provide one item wrapped on its own with our details that could then be gifted to the patient. Sadly, items like this are not provided by the NHS. For us it made sense as to give a patient a single wrapped item that they would use instead of a whole bag, which would be a waste as it could be gifted to someone else.

We were able to provide a small box of individually wrapped and sealed items to be gifted to patients in this way. It was stored on the ward for the hospital staff to access as and when it was needed. This is a simple way for us to provide some comfort and support to cancer patients at the end of their life and we are really proud to have launched that initiative in February 2023.

GIFT PACK FEEDBACK

What we have loved seeing is the feedback that has been received about the work we do, showcasing the impact of our work and how everyone who contributes to supporting The Lewis Foundation makes a difference.

Below are some examples of feedback that has been received about the impact of our work:

"I was gifted a " The Lewis Foundation Hydration Pack by Milton Keynes Cancer care unit, by a specialist nurse. I was quite taken back when I opened it as there was a Christmas card, from a total stranger to me, that got me pretty chocked up as the chemo was going into my arm. It was such a beautiful gesture at a very overwhelming time for me, been on my own thought treatment due to covid. Also, the little pack of sweets, took me back to when my grandmother would give us these in the back of grandad van on route to Cornwall, all those years ago (Chocolate limes). And the little water bottle with tiny squash STIX add to water, little drink mix was much needed for hydration. It was much needed. Thank you, The Lewis Foundation for caring' – **Angela Matthews, Patient**

"My husband and I met the Lewis Foundation when he was in hospital, they came round the ward and offered him a free gift which we were really taken back by. Not only that they stayed and talked to us at what was a particularly difficult time. They didn't ask for anything from us, we ended up seeing them a couple of further times when we were back in hospital. They are such lovely selfless people, we were so touched and inspired by their work that now I regularly help to pack gifts for other patients as I have seen from the other side the impact that it has. We attend a lot of their fundraising events and spread the word of the amazing charity. It's such a simple idea that has now spread to many hospitals and can help bring a smile to people going through the worst of times." – **Nikki Fitzpatrick, Partner of Patient**

"I was given the gift pack during chemotherapy treatment at Northampton General Hospital. I had chemo last December until February of this year. The gift packs really do help. I had the magazine pack which helped pass the time quicker during chemo treatment. The boiled sweets help too when you get a really dry mouth! The Lewis Foundation really are a credit to all going through Chemotherapy, they work tirelessly, and I appreciate everything they do, thank you." **Glyniss Whitlock, Patient**

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

INCOME GENERATION

Below is a highlight of how The Lewis Foundation generates its funds to provide the service we do to the cancer patients we support.

Our key focus was to start to develop a range of income streams to generate the funds we need for The Lewis Foundation to provide its services. We recognise that following the pandemic and with the cost-of-living rise, the landscapes for charities have changed. Individual donors and businesses do not have the funds they had pre-pandemic to donate and fundraise in the way they used to.

Whilst, we have been fortunate enough to generate the income we need to sustain our services the pandemic has made us realise having not only a range of income streams but developed ones where you have guaranteed steady source of income is important. This will enable us to be sustainable, grow our services to support more cancer patients in the future and ensure that we are here for years to come.

FUNDRAISING

OUR OWN FUNDRAISING EVENTS

This is the first year since the pandemic that we could return to fundraising again. Our supporters were keen to do fundraising events for us again.

This led to us hosting several larger scale fundraisers for our charity such as abseiling down the National Lift Tower, Skydiving, and walking over hot coals at our Firewalk. Activities like this is something we are keen to maintain doing as it is fundraising at a larger scale for The Lewis Foundation, with less work involved for us as it hosted by an event company.

In addition, we also had individuals and businesses organising their own fundraisers for The Lewis Foundation from taking part in running events, bake sales to hosting their own ball.

The Lewis Foundation for the 1st time this year hosted our own charity fun run 'Water Dash' in July 2022. An event that had been in the pipeline since 2020, but could not go ahead. We were keen to host our own charity fun run due to numerous experiences of race directors using our charity name, saying the race entry is raising funds for The Lewis Foundation when it is not.

The fun run was held at Upton Country Park and was a 5K fun run where participants had to make their way around the course whilst completing several static and inflatable obstacles as they made their way around the course. On the course there would be Water Ninjas armed with super soakers stationed at the obstacles ready to spray the participants adding an extra challenge.

We knew that to host a race was expensive. We reached out to businesses to see if they would support the cost of the event. We are really grateful to Michael Jones Jewellers and Consulo Health & Safety for supporting with funding of the race. Consulo Health & Safety also supported with the risk assessment for the race event to ensure it ran smoothly and all participants were safe. The Elgar Centre also helped by giving us the use of the centre and the playing fields for free for the race. Our first event drew in 80 participants, our goal was 100. We were happy with what was achieved for our first event. This event made a small profit of £1000 but we now feel in a better position to do this again next year now as we have photos and videos to showcase what we do. We have had people ask already when the next one is including those who had just seen the photos from print and social media.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

COMMUNITY FUNDRAISING EVENTS

We saw the community events really make a surge this year, having not being able to host them for the last few years. Over the last year we attended numerous events which was an opportunity to raise awareness and funds for The Lewis Foundation such as Hollowell Steam Rally, Scarecrow Festival and Newport Pagnell Carnival. What we have noticed is a great decline in the number of people who engage in the fundraising activities on our stall, due to lack of income. It is not something that is just being experienced by us but also other charities who we have spoken to. Going forward for the next financial year we will review what events we have done and see whether it is worth doing them again, especially as some can be labour intensive for very little reward.

This also confirmed to us, that going forward diversifying our income is key especially as the financial climate for everyone has changed.

FUNDING

We have been grateful over the last 12 months for the funding support we have received not only to fund our gift packs but also to cover our core costs. We have not highlighted everyone as some people have requested that recognition is not required for the funding they have provided.

Tesco Community Grant to fund gift packs at Bedford Hospital and Kettering General Hospital - £2500 (£1500 allocated to Bedford and £1000 allocated to Kettering)

Tesco Golden Token Grant awarded of £5000. It was an instore draw of £10,000 for a customer to find a golden ticket hidden in the supermarket, with the customer who found it deciding which of 2 charities should receive £10,000 and we were one of the chosen charities. When a customer found it, they asked if it could be split 50/50 and we were happy to receive half of the funds.

CO-OP, Upton, Northampton awarded funded of £1742.11 to support our work of providing free gift packs and support to adult cancer patients in hospital.

United Ways – Costco (Milton Keynes and Leicester) to fund gift packs at Milton Keynes University Hospital and Leicester Royal Infirmary - £3000 (£1500 allocated from each store)

Luton Mall funding to support our Christmas Hamper Appeal for cancer patients in Luton- £1200

Leathersellers Company Charitable Fund to support core costs of The Lewis Foundation - £1000

National Lottery Awards for All Funding of £5990 to support the costs items and equipment make it a welcoming place for volunteers and members of the public to come to when they volunteered with us.

West Northamptonshire Council supporting with the rental costs for 12 months for our community hub - £11,687.60. This is vital funding, as core cost funding of this nature is very hard to get. We are really grateful to West Northamptonshire Council for recognising this and supporting us in this way.

POP UP SHOP

Surplus Stock Appeal and Pop-Up Shops

Working in partnership with local businessman Barry Tong, CEO of Northampton-based retailer Stephenson's Online Limited (Sol Retail). We have launched a unique campaign to fundraise and source items for the gift packs, whilst enabling local businesses to give back and reduce their own waste.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

We know charities traditionally raise funds/source the items by selling second-hand/used products via charity shops, car boots, fetes and community-based events such as bucket shakes and tombolas. This is something we were doing too, alongside donations and funding. However, it did not provide a guaranteed secure baseline income.

Barry began supporting us back in 2018 following a chance meeting when Lorraine and Lee were fundraising in the community. An initial donation of £40,000 worth of surplus stock not only provided products for the charity's packs, but the items that could not be used for the packs were used to raise funds instead through events and fundraisers. Over the last four and a half years, Barry and his team have continued their support over £300,000 worth of stock being donated to The Lewis Foundation.

Barry has provided ongoing advice and guidance since 2018 too around the concept of businesses donating to charities in this way. It means businesses are not only being sustainable but also supporting people in their local community.

This concept has really helped us as it enables the generation of consistent income, which has enabled the charity to grow and the service to continue. By partnering together on a campaign like this, it means a bigger impact can be made in society.

With the surplus stock The Lewis Foundation received, this led to the trial of hosting pop up shops to see if the items that had been received could be sold to raise money for the charity. Grosvenor Shopping Northampton have an empty retail unit within the centre called The GatherSpace. This enables charities, community groups and businesses to use that space free of charge.

November 2021, saw The Lewis Foundation start to test hosting monthly pop-up shops selling the surplus stock we received to members of the public. It worked on the basis:

- Members of the public were coming in to buy items
- The Lewis Foundation supporters were coming into town, which they would not normally do as they want to support the charity
- Raised the profile of The Lewis Foundation and the work it does in the community
- Enabled funds to be raised that would help to support those diagnosed with cancer
- Promoted sustainability by encouraging businesses to give back in an innovative way
- Encouraging other businesses in the community to give back by donating in this way

Due to the popularity of it, we have increased the pop-up shops to twice a month within the centre during 2022.

Then it enabled scope for The Lewis Foundation to host these in other retail destinations such as Rushden Lakes, Swansgate Shopping Centre – Wellingborough and Weston Favell Shopping Centre.

January 2023 saw the launch of the Surplus Stock Appeal campaign, encouraging businesses to donate stock that is not being used to The Lewis Foundation, who collect the items free of charge. Businesses include Boots, TLC Sport, Jones Wholesalers, Bodyshop, Costco and more. Goods are only taken from reputable businesses and all goods must be brand new.

The following types of items are sold in the pop shop:

- Health and beauty products
- Cleaning Products
- Car Care Products
- Homeware - small to medium products
- Clothing
- Toys and children's items
- Seasonal items
- Work and Office e.g., stationary

This is a concept we are keen to continue as a method to generate funds for The Lewis Foundation. It meets the donor needs in that they can necessarily make a donate but they can buy a product and they are effectively donating to us in that way. We look forward to seeing how this will take shape and develop over the next year.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

COMMUNITY COFFEE SHOP

We continued to host our community coffee shop at The Elgar Centre, High Street, Upton, Northampton once a month on a Saturday morning as a fundraiser for The Lewis Foundation, operating on a 'Donate What You Feel' Basis. This attracted cancer patients and carers and members of the community to attend, learn more about the work we do and meet new people.

However, the community centre said they continued to get requests from the community asking if they could have a community café open more often.

We were approached by the Trustee Board In September 2022 to ask if we would consider running a community café a few times a week, due to the number of requests they had been having. It would also be able to support and be a base for members of the community, which was the whole point of having a community centre in the first place.

We decided that with the community centre's support, who were willing to give the building to us to use for free, we decided to trial this from the beginning of 2023. The community café officially launched on 5.1.23, run by volunteers who would be serving hot/cold drinks, cakes and snacks to members of the public. This would be open Tuesdays and Thursdays 9am – 2pm and Saturdays 9am – 11.30am.

Due to Lee Lewis's background in Catering and Kitchen, it was a simple and smooth process to get this up and running ensuring everything was in place from registering with West Northamptonshire Council to ensuring team members completed the relevant health and hygiene certificates.

We have found it is an excellent way for members of the public to support The Lewis Foundation. Again, providing another avenue to contribute financially to our cause by doing something they would have normally done anyway such as grabbing a coffee.

As this is a new avenue for The Lewis Foundation, we are excited to see how this will progress for us. We are grateful to the Trustees of the Elgar Centre, for giving us an opportunity to trial this.

CORPORATE PARTNERSHIPS

This year has been really focused on building our Corporate Partnership relationships. We want it to go beyond being just the one – off Charity of The Year. For us it was important to look at who we are working with, do they align with our values and what we are trying to achieve. Therefore, Corporate Partnership was a key area of focus for us to work alongside businesses who together could create large scale impact and change for the people that we support.

Below are highlights of businesses we are proud to work with, which together has provided essential care and support for adults diagnosed with cancer in hospital.

Stephensons Online

As highlighted above, their incredible support continues with mentorship, product donations and working in partnership on Surplus Stock Appeal to encourage other businesses to give back and make a difference.

Scott Bader

One of our long-term supporters. This is the 3rd year they have now funded our gift packs for Oncology in Northampton General Hospital for the whole year. There is a high number of cancer patients who go to the department in Oncology, The funding they provide ensures a gift is always available for everyone thanks to Scott Bader's support.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Lucienne Coaching

Lucienne has supported The Lewis Foundation in 2 ways:

- Offering pro-bono coaching to Lorraine Lewis as she transitions into the role of CEO for The Lewis Foundation
- Charity Partner for her annual Female Founders summit event and monthly masterclasses in Northampton, with donations from these events to fund our work.

Events & PR

Charity Partner for their National Women in Business Awards, which is a platform to raise awareness of our cause and funds to support our work.

Kevin Rogers – Wilson Browne Solicitors

Annual World Cancer Day Charity Single raising funds and awareness for The Lewis Foundation. The single is focused on bringing businesses, individuals and the community together to record a single accompanied by a video, to help as many people as possible in hospital diagnosed with cancer receive a gift and support from our charity.

In addition, we thank the below businesses who have made donations to support our work:

- Waitrose, Kingsthorpe, Northampton - £500 and products for our gift packs
- Whitehills - £827.05
- Meg Hawkins – Charity Christmas Cards in aid of The Lewis Foundation
- Dunelm Northampton and Milton Keynes – donating gifts for adult cancer patients in hospital
- Weston Favell Shopping Centre – Christmas Gift Wrapping Station Fundraiser and donation of money from the Honesty Library to support our work.
- Smurfit Kappa - £550
- Sunbelt Rentals Northampton choosing us as their Charity of The Year
- Voice Northampton choosing us as their Charity of The Year
- Beauty With Inn, Northampton - £410

OUR COMMITMENT TO WORKING WITH YOUNG PEOPLE & PEOPLE WITH LEARNING DISABILITIES

We are always keen to maintain our commitment of providing opportunities for children and young people with learning disabilities.

Over the last year, we have been able to offer the following opportunities:

- Support the Sunflower Centre, Weedon in fundraising for The Lewis Foundation by hosting activities which raised £700.
- Quinton House School, Northampton: -
 - a. Members of The Lewis Foundation giving talks to different year groups about our work and supporting cancer patients
 - b. Supporting students holding their own collection drives for items
 - c. Supporting students in hosting their own fundraising events for The Lewis Foundation
- Northamptonshire School for Boys – fundraising to support our work, raising £1000
- Supporting Duke of Edinburgh Students completing their Bronze and Silver Awards for volunteering
- Pineham Barn School, Northampton and Moulton School:
 - a. Members of The Lewis Foundation giving talks to different year groups about our work and supporting cancer patients
 - b. Supporting students holding their own collection drives for items

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) **FOR THE YEAR ENDED 31 MARCH 2023**

AWARDS & ADDITIONAL ACHIEVEMENTS TO HIGHLIGHT

AWARDS

We continue to receive recognition for the work that we do to support adults diagnosed with cancer in hospital. Winning awards helps to raise our profile, enabling us to have a chance to raise awareness of our work and enable more support for our cause.

Awards won over the last 12 months:

- University of Northampton Changemaker Awards – Health and Wellbeing Changemaker for the work of The Lewis Foundation
- Lorraine and Lee Lewis – Great British Entrepreneur Awards, Entrepreneur for Good
- Lorraine Lewis – University of Northampton Black in The Ivory Award

OUR FIRST AMBASSADOR

DR NIGHAT ARIF

We are proud to have Dr Arif Resident Doctor of This Morning and BBC Breakfast as Ambassador for our Charity. Lorraine and Lee Lewis met Dr Arif when Lorraine received an award from Hello! Magazine in 2021. She had continued to follow the work of The Lewis Foundation and now supports us in the capacity as our first Ambassador for our charity.

COMMONWEALTH GAMES BATON RELAY

Lee Lewis was selected to carry the Commonwealth Games Baton through Northampton as part of the relay in recognition of the work The Lewis Foundation does to support cancer patients.

SPEAKER AT THE EUROPEAN CONVENTION OF FUNDRAISING

Lorraine Lewis was invited to speak at the European Convention of Fundraising regarding wellbeing and mental health for fundraisers at their national conference at the Barbican in London.

FINANCIAL REVIEW

We are satisfied with the performance of The Lewis Foundation especially considering the position we have faced because of Covid-19. We are in a financial position where we can continue our activities during the next financial year.

Our charities assets are adequate to fulfil its financial obligations and we can maintain the existing services we provide to our current hospital partnerships without impacting on the quality of the existing service we provide. Our beneficiaries are at the forefront of our mind in everything we do. Our reserves provide us with security that if no income was received by our charity, we would have adequate funds to continue our service for a period of 3 months. Given the uncertainty what the future for charities will look like especially with the cost-of-living rise, this provides us with adequate security to ensure our charity can provide our much-needed support to our beneficiaries.

As a charity we are keen not to resort to being in this position and are working on future plans to avoid us being in a position where we must use our reserve funds. It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between one-to-three-month expenditure.

The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

FUTURE PLANS

Plans for future periods:

1. Continue to build Corporate Partnerships who are willing to financially invest in The Lewis Foundation, whether that be a lump sum or a monthly donation.
- d. Exploring of options of transitioning from a twice - monthly pop up to a permanent retail space with our focus being Grosvenor Shopping Northampton.
- c. Continue to build our business network that will donate us surplus stock we can use for our gift packs and raise money for our charity by creating a PR campaign around this with the support of Stephensons Online.
1. Secure a premises of our own where everything is one building to operate from. A present even though we are in one building, we have 2 units in separate parts of the building. This will improve the efficiency and operation of the charity.
1. Gift In Wills – finding a Will Writer who will support this to open a whole new way for The Lewis Foundation to receive donations.

THANK YOU

Despite the challenges that continue to be caused by Covid-19 and the Cost-Of-Living Crisis we left this financial year with new methods to generate funds, raise awareness and more importantly be able to provide support to adult cancer patients in and out of hospital. We continue to develop and grow as a charity.

The overview demonstrates the different ways we are doing all we can to ensure we can continue to provide the service we do to the people that we support.

We could not do the work we do, without everyone supporting us. Thank you for making what we do possible. We could honestly not do it without you all.

Structure, governance and management

The charity is controlled by a governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006. The Governing Document was adopted on 16th February 2016. It has been amended on 17th July 2017, 8th June 2019 and 18th May 2022.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr D Basu

Mrs T Blunden

Mr KN Hall

Mrs L Lewis

Mr L Lewis

Mrs F Murphy

(Resigned 1 April 2022)

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The trustees' report was approved by the Board of Trustees.



Mr L Lewis
Trustee

15 January 2024

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF THE LEWIS FOUNDATION**

THE LEWIS FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income from:							
Donations and legacies	3	131,239	34,411	165,650	208,851	58,197	267,048
Other trading activities	4	50,607	-	50,607	9,635	-	9,635
Total income		<u>181,846</u>	<u>34,411</u>	<u>216,257</u>	<u>218,486</u>	<u>58,197</u>	<u>276,683</u>
Charitable activities	5	352,202	23,950	376,152	100,272	49,528	149,800
Other expenditure	9	1,374	-	1,374	891	-	891
Total expenditure		<u>353,576</u>	<u>23,950</u>	<u>377,526</u>	<u>101,163</u>	<u>49,528</u>	<u>150,691</u>
Net Income/(expenditure) and movement in funds		(171,730)	10,461	(161,269)	117,323	8,669	125,992
Reconciliation of funds:							
Fund balances at 1 April 2022		211,445	10,916	222,361	94,122	2,247	96,369
Fund balances at 31 March 2023		<u>39,715</u>	<u>21,377</u>	<u>61,092</u>	<u>211,445</u>	<u>10,916</u>	<u>222,361</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

THE LEWIS FOUNDATION

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	11		15,064		5,711
Current assets					
Stocks	12	42,938		169,373	
Debtors	13	2,314		374	
Cash at bank and in hand		13,990		60,926	
		59,242		230,673	
Creditors: amounts falling due within one year	14	13,214		14,023	
Net current assets			46,028		216,650
Total assets less current liabilities			61,092		222,361
The funds of the charity					
Restricted income funds	15		21,377		10,916
Unrestricted funds			39,715		211,445
			61,092		222,361

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on 15 January 2024



Mr L Lewis
Trustee

Company registration number CE006157 (England and Wales)

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity Information

The Lewis Foundation is a private company limited by guarantee incorporated in England and Wales. The registered office is Units H5A & H5B, KG House, Kingsfield Close, Kings Heath Industrial Estate, Northampton, NN5 7QS.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and equipment	20% on cost
Fixtures and fittings	20% on cost
Computers	33% on cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

1.10 Financial Instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated 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. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023 £	2023 £	2023 £	2022 £	2022 £	2022 £
Donations	123,290	-	123,290	206,521	1,675	208,196
Grants	7,949	34,411	42,360	2,330	56,522	58,852
	<u>131,239</u>	<u>34,411</u>	<u>165,650</u>	<u>208,851</u>	<u>58,197</u>	<u>267,048</u>

4 Income from other trading activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Fundraising events	33,987	7,261
Shop income	16,620	2,374
Other trading activities	<u>50,607</u>	<u>9,635</u>

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

5 Expenditure on charitable activities

	Charitable activities 2023 £	Charitable activities 2022 £
Direct costs		
Staff costs	85,465	38,000
Depreciation and impairment	4,775	2,934
Rent and storage	23,778	20,855
Insurance	2,887	2,189
Telephone and internet	5,839	4,522
Printing, postage and stationery	11,753	9,171
Stock movement	126,435	(21,911)
Event costs	19,553	13,986
Gift packs	45,039	35,608
Staff training	60	39
Advertising	8,918	10,196
Sundries	4,788	1,621
Travel & subsistence	3,520	3,062
Motor expenses	23,942	14,788
Subscriptions	517	962
IT and computer	1,771	2,253
Virtual admin assistant	230	3,875
	<u>369,270</u>	<u>142,150</u>
Share of support and governance costs (see note 6)		
Governance	6,882	7,650
	<u>376,152</u>	<u>149,800</u>
Analysis by fund		
Unrestricted funds	352,202	100,272
Restricted funds	23,950	49,528
	<u>376,152</u>	<u>149,800</u>

6 Support costs allocated to activities

	2023 £	2022 £
Governance costs	<u>6,882</u>	<u>7,650</u>
Analysed between:		
Charitable activities	<u>6,882</u>	<u>7,650</u>

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

7 Trustees

During the year one trustee received remuneration for their role in the running of the charitable activities and not for their trustee position.

Remuneration consisted of:

Salary - £24,000 (2022 - £24,000)

Social security - £2,165 (2022 - £Nil)

Pension contributions - £3,600 (2022 - £3,600)

All expenses reimbursed to Trustees are done in their capacity of the running of the charitable activities and not for their Trustee position.

8 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Trustee	1	1
Employee	2	1
Total	3	2

Employment costs

	2023 £	2022 £
Wages and salaries	79,400	34,400
Social security costs	2,571	-
Other pension costs	3,494	3,600
	85,465	38,000

There were no employees whose annual remuneration was more than £60,000.

9 Other expenditure

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Financing costs	1,374	891
	1,374	891

10 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

11 Tangible fixed assets

	Plant and equipment £	Fixtures and fittings £	Computers £	Total £
Cost				
At 1 April 2022	9,770	-	5,209	14,979
Additions	11,469	2,659	-	14,128
At 31 March 2023	21,239	2,659	5,209	29,107
Depreciation and impairment				
At 1 April 2022	4,489	-	4,779	9,268
Depreciation charged in the year	3,813	532	430	4,775
At 31 March 2023	8,302	532	5,209	14,043
Carrying amount				
At 31 March 2023	12,937	2,127	-	15,064
At 31 March 2022	5,281	-	430	5,711

12 Stocks

	2023 £	2022 £
Finished goods and goods for resale	42,938	169,373

13 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	375	374
Prepayments and accrued income	1,939	-
	2,314	374

14 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	2,575	892
Trade creditors	2,801	5,674
Other creditors	4,922	4,541
Accruals and deferred income	2,916	2,916
	13,214	14,023

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

15 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	Movement in funds			Movement in funds			
	Balance at 1 April 2021	Incoming resources	Resources expended	Balance at 1 April 2022	Incoming resources	Resources expended	Balance at 31 March 2023
	£	£	£	£	£	£	£
Lottery							
Northampton							
2017	613	-	(613)	-	-	-	-
Northants							
community							
2017	413	-	(413)	-	-	-	-
The Will							
Charitable							
Trust	360	6,000	(1,633)	4,727	10,000	(1,242)	13,485
Scott Bader	-	9,533	(9,533)	-	-	-	-
Wixamtree							
Trust	-	2,500	(2,500)	-	-	-	-
Anglian water	861	-	(431)	431	-	(431)	-
Foyle							
Foundation	-	5,000	(5,000)	-	-	-	-
Postcode							
Places Trust	-	17,500	(17,500)	-	-	-	-
Virgin Media							
O2 Together							
Fund	-	1,000	(1,000)	-	-	-	-
Arnold Clark	-	1,000	(1,000)	-	-	-	-
Sir Robert							
McAlpine							
Trust	-	2,498	(2,498)	-	-	-	-
Tesco							
community	-	1,500	(1,500)	-	5,000	(5,000)	-
Costco and							
United Way	-	1,500	(1,500)	-	-	-	-
Co-operative							
Dividend							
Fund	-	2,500	(2,500)	-	-	-	-
AVIVA Uk	-	1,675	(1,675)	-	-	-	-
National							
lottery							
community							
fund	-	5,990	(231)	5,758	-	-	5,758
Groundwork							
and HDH							
Wills	-	-	-	-	2,125	(2,125)	-
Give Local							
Dec 2022	-	-	-	-	3,000	(3,000)	-
Community							
Funding	-	-	-	-	11,688	(11,688)	-
Market							
Harborough							
Building							
Society	-	-	-	-	2,598	(464)	2,134

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

15 Restricted funds

(Continued)

2,247	58,196	(49,527)	10,916	34,411	(23,950)	21,377
-------	--------	----------	--------	--------	----------	--------

Income received has been transferred to the following funds and has been used in accordance within the terms and conditions of the bequests.

Northants Community 2017 - Wellbeing events
 Lottery November 2017 - See below (b)
 Groundwork January 2018 Restricted See below
 Community Fund NBC - Gift pack costs
 The Will Charitable Trust - Gift pack costs and new premises set up costs
 Northamptonshire Community Foundation - Gift pack costs
 Scott Bader - Gift pack costs
 MK Community Foundation - Hampers costs
 Wixamtree Trust - Gift pack costs
 NCF Grant - Gift pack costs
 Sylvia Waddilove Foundation UK - Gift pack costs
 Warburtons Community Grant - Gift pack costs
 Anglian Water - Printer cost
 Community Fund - Trustee salary and gift pack costs
 Foyle Foundation - Salary cost
 Postcode Places Trust - Premises rental
 Virgin Media O2 Together Fund - Gift pack costs
 Arnold Clark - Gift pack costs
 Sir Robert McAlpine Fund - Gift pack costs
 Tesco - Gift pack costs
 Costco and United Way - Gift pack costs
 Co-operative Dividend Fund - Gift pack costs
 AVIVA UK - Gift pack costs
 National lottery community fund - New premise set up costs

a) Groundwork January 2018

Activities which would benefit the wellbeing of cancer payments in the community

b) Lottery November 2017

General charity expenses such as travel, storage, car lease, computer, promotional materials, training

16 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2022 £	Incoming resources £	Resources expended £	At 31 March 2023 £
General funds	211,445	181,846	(353,576)	39,715

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

16 Unrestricted funds (Continued)

Previous year:	At 1 April 2021	Incoming resources	Resources expended	At 31 March 2022
	£	£	£	£
General funds	94,122	218,486	(101,163)	211,445

17 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Fund balances at 31 March 2023 are represented by:			
Tangible assets	9,445	5,619	15,064
Current assets/(liabilities)	30,270	15,758	46,028
	<u>39,715</u>	<u>21,377</u>	<u>61,092</u>

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 31 March 2022 are represented by:			
Tangible assets	555	5,156	5,711
Current assets/(liabilities)	210,890	5,760	216,650
	<u>211,445</u>	<u>10,916</u>	<u>222,361</u>

18 Operating lease commitments

Lessee

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023 £	2022 £
Within one year	-	1,147

19 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

THE LEWIS FOUNDATION

England & Wales - Charity number 1166405

Accounts

Charity registration number 1166405

Company registration number CE006157 (England and Wales)

THE LEWIS FOUNDATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

THE LEWIS FOUNDATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr D Basu Mrs T Blunden Mr KN Hall Mr L Lewis Mrs F Murphy
Charity number	1166405
Company number	CE006157
Registered office	Units H5A & H5B KG House Kingsfield Close Kings Heath Industrial Estate Northampton NN5 7QS
Independent examiner	Cottons Accountants LLP 1 Billing Road Northampton United Kingdom NN1 5AL

THE LEWIS FOUNDATION

CONTENTS

	Page
Trustees' report	1 - 12
Independent examiner's report	13
Statement of financial activities	14
Balance sheet	15
Notes to the financial statements	16 - 26

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their annual report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "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 (FRS 102)" (effective 1 January 2019).

Objectives and activities

The object of The Lewis Foundation is:

For the public benefit to relieve the sickness of people with cancer who reside in the East Midlands and South Midlands in particular but not exclusively, by the provision of items that provide respite, comfort and happiness at a time when they are receiving cancer treatment.

VISION

To provide comfort and happiness to every adult cancer patient going through cancer treatment within a hospital setting by providing a choice of gift pack for free and support.

MISSION

Our mission is to create a service that changes the patient experience for adults going through cancer treatment in hospital. We believe that adult cancer patients should have access to activities and visits that help to minimise isolation, loneliness, and boredom, which will help to support people during their cancer journey.

OUR AIM

Through all the work we do, The Lewis Foundation is passionate about making a difference to the physical and mental wellbeing of those diagnosed with cancer inside and outside the hospital setting. Daily we continue to provide the support patients need during their cancer journey, so that people know they are cared for, and no one goes through cancer treatment alone.

PUBLIC BENEFIT

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing their aims and objectives regarding current and in the planning future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives of the charity. At the heart of everything we do is our focus on how our charitable activities have public benefit.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

INTRODUCTION AND OVERVIEW OF THE YEAR

WHO WE ARE - ABOUT THE LEWIS FOUNDATION

At The Lewis Foundation we source, package and hand deliver gift packs for free to adult cancer patients in hospitals in the Midlands weekly. These are items that patients might find difficult to buy themselves or simply cannot afford - and that brings people happiness and comfort at a difficult time. For many people in the hospital setting, our volunteers are their only regular visitors.

Lorraine and Lee (charity founders) were so moved when Lee's mum was hospitalised with cancer at Northampton General Hospital that it led them to set up a charity.

Recognising the fear, upset and loneliness faced by individuals undergoing cancer treatment and their loved ones, they were determined that their charity would make a real difference.

They sourced donations, packaged, and delivered gifts for patients on oncology wards. That was April 2016 - when The Lewis Foundation was born. Today with a team of 50 volunteers and community supporters, The Lewis Foundation has grown from delivering 80 gift packs to one hospital, to delivering over on average 2000 gifts per month to 16 hospitals in the Midlands.

The hospitals are:

Milton Keynes University Hospital
Northampton General Hospital
BMI Three Shires - Northampton
Bedford Hospital
Leicester Royal Infirmary
Luton & Dunstable Hospital
Nottinghamshire Hospitals - Nottingham City Hospital and Queens Medical Centre
Sherwood Forest Hospital
Kettering Hospital
Lincolnshire Hospitals - Grantham Hospital, Lincoln County & Boston Pilgrim
Chesterfield Hospital
University of North Midlands Hospital - Royal County & Stoke on Trent

HOW IT WORKS IN THE HOSPITAL SETTING

Patients pick a gift pack of their choice from our gift list when they either arrive for treatment or are admitted into hospital. There are 29 different packs patients can select from, so they get to choose what gifts they would like to support them through treatment. Packs range from overnight packs with toiletries & underwear, puzzle books and miniature radio. Once the gift is received, we then spend time with people to reduce loneliness. The gift is free for the patient to keep. Any adult cancer patient in a hospital setting is entitled to receive one of our packs. It is a pack for them, which they have specifically chosen, and feel would help them in hospital.

Pre – pandemic our volunteers would hand out the packs to patients on the ward/units and spend time with them following the selection of the pack. Since the pandemic, the thing we have had to adapt is that the nurses/hospital staff and hospital volunteers hand out the packs for us, due to restrictions remaining in place for external visitors.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) **FOR THE YEAR ENDED 31 MARCH 2022**

WE ALSO PROVIDE:

WELLBEING EVENTS FOR ADULT CANCER PATIENTS

Due to the pandemic, we have worked with Funder Northamptonshire Community Foundation to move our wellbeing events for adult cancer patients online. This involves running virtual wellbeing mornings specifically for adult cancer patients. This covers a variety of activities such as yoga, masterclasses on skincare, mindfulness, and fun activities to connect people together such as a magician.

The aim is to provide adult cancer patients with the support they need outside of the hospital setting.

CHRISTMAS APPEAL

Every year we run our Christmas Appeal where we surprise adult cancer patients in the community with a surprise Christmas Food and Drink Hamper from The Lewis Foundation. Individuals nominate someone they know who should receive one of our Hampers.

To fund the hampers, we rely on donations from individuals and businesses who either fund the cost of a hamper or donate towards funding the costs of one. The items are then purchased and packaged up into a gift hamper by our volunteers.

As a charity we turn up as a surprise at the door of the person who has been nominated throughout December.

We also provide Christmas Gift Packs filled with festive goodies for adult cancer patients who are in hospital over the festive period, including Christmas Day.

ACHIEVEMENTS AND PERFORMANCE OVER THE LAST 12 MONTHS

We never imagined starting the new financial with Covid restrictions still in place because of the pandemic. The restrictions meant that when we started off the new financial year, we still could not run the Charity or generate income in the way that we would like.

One positive way we were able to start of the new financial year was celebrating our 6th birthday, despite the challenges of the pandemic. We were so proud we found a way to continue during a time of so much uncertainty.

In our 6th year we have continued our core project which is to provide our gift packs and support to adult cancer patients in hospital, ensuring this service remains free so it is accessible to all.

HOSPITAL PARTNERSHIPS

As a charity our team and volunteers are still not allowed onto any hospital wards due to the virus. We are still able to continue the provision of our packs as hospital staff and volunteers continued to hand the packs out to patients on our behalf. This is something they want to continue doing even when restrictions ease as they can see how it helps to put a patient at ease and act as an icebreaker to facilitate conversations not only with staff but between patients. Once restrictions ease, we will also return to volunteering in the hospital setting.

This will enable us to expand the service we give and provide support 7 days a week, which will enhance the service we can provide the patients.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

This year the number of gifts we gave dropped significantly to 12,931 in comparison to 21,167 the previous year. Having consulted with the hospitals we partner with; we established that this is due to hospitals minimising the number of patients coming into the hospital due to vulnerability. A lot of appointments and consultations are taking place virtually and this has dramatically decreased the numbers of patients within the building.

We know that this is something that is outside of our control now due to the pandemic and not because our services are no longer required. Therefore, we are not concerned by the drop in number of gift packs given.

However, we know once restrictions have eased inside the hospital setting patients will be entering the hospital for treatments and appointments. This means in 2022/2023 we will see the rise in the number of gifts provided in the hospital settings.

Due to knowing the drop in the number of gift packs given is only short term due to the pandemic and that we will experience an increase in the service we provide in 2022/2023, as a charity we decided to only partner with one additional hospital, which was University of North Midlands. This would cover 2 hospitals - Royal Stoke and County Hospital. By partnering with one other hospital financially we can support this one and continue to maintain the same standard of service in the other hospitals.

We are only in the early stage of the partnership, but we look forward to seeing it flourish.

At present, here is the list of gift packs that were offered to patients in the hospital setting:

Anti- Sickness – Anti-Sickness Bands

Art Pack – Painting Kits/Drawing Kits/Engraving Art

Blanket Pack – Blanket

Book Pack – Book (fiction and non – fiction)

Care Pack – Hand Cream/ Hand Sanitiser/ Eye Mask/ Ear Plugs/ Notebook/Pen

Charger Pack – Charger Pack with a variety of cables enabling you to charge your phone

Colouring Pack – Colouring book/Colouring Pencils/Sharpener

Comfort Pack – Support Pillow/Ear Plugs/Eye Mask

Craft Pack – Knitting/Crochet/Cross Stitch

Model Craft Pack - Variety of Model Craft Kits

Dry Skin Pack– Aveeno

Hand & Foot Pack – Hand Cream/Hand Sanitiser/Foot Cream

Hot Drink Pack – Mug/Tea Selection/Coffee/Hot Chocolate

Hydration Pack – Water bottle/Variety of Squash sachets

Journal Pack – Journal Book & Pen

Keep Warm Pack – Hat/Scarf/Hot Water Bottle or Heat Pad

Magazine Pack – Selection of Magazines

Men's Overnight Pack (variety of size available small, medium and large) – Toothpaste/Toothbrush & Holder/ Underwear (boxers/briefs)/Socks/Tissues/Shower Gel/Flannel/Deodorant/Notebook/Pen/Puzzle Book

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Ladies Overnight Pack (variety of size available small, medium and large) – Toothpaste/Toothbrush & Holder/Underwear (knickers)/Socks/Tissues/Shower Gel/Flannel/Deodorant/Notebook/Pen/Puzzle Book

Men's Toiletries Pack – Soap/Flannel/Deodorant/Lip Balm/Hand Cream/Tissues/Razors/Towel/Shaving Cream

Women's Toiletries Packs – Soap/Flannel/Deodorant/Lip Balm/Hand Cream/Tissues/Razors/Towel/Shaving Cream

Mini Games – Selection of travel games

Pamper Pack – Shower Gel/Deodorant/Flannel/Lip Balm/Hand Cream/Pocket Mirror/Manicure set

Puzzle Pack – Selection of Puzzle Book/Pen

Radio Pack – Radio/Earphones/Batteries

Snack Pack – Juice/Cereal Bar/Popcorn/Sweets

Sweet Pack – Selection of hard-boiled sweets

Welcome Pack – Hand Cream/Hand Sanitiser/Eye Masks/Ear Plugs/ Puzzle Book/Notebook/Pen/Dry Skin Cream

Scalp Cooling Pack – Hair Bottle Spray/Shampoo/Conditioner/Towel

We continue to review with hospital staff and patients the gift packs we provide and also identify whether there are any other packs that would support a patient in hospital.

Following discussions, 2 new packs had been added. These packs have been included in the list above.

Dry Skin Pack - This covers creams such as Aveeno to help with the relief of side effects of chemotherapy and radiotherapy treatment. Patients used to get this on prescription, but this has been stopped. Patients are going without the cream because they can't afford to purchase this. We were able to work with suppliers to source the cream at 70% RRP. This means we can provide the cream for free to patients within our packs.

Scalp Cooling Pack - This is for patients at Chesterfield Royal Hospital, which is where this type of treatment takes place. The aim of this treatment is to stop patients losing their hair due to chemotherapy. The hospital was looking for a pack which contained a towel, shampoo/conditioner, and a hair spray bottle. This was something that the hospital could not provide. We were able to work with suppliers to get the towel and hair spray bottle at 70% RRP. The shampoo and conditioner businesses were able to donate for free.

Below is an example of feedback we have received about our gift pack and how it helps to make a difference:

"I just wanted to thank you for the gift bag that I received yesterday at the Leicester Royal Infirmary when I had my chemotherapy.

I had a very traumatic time as I hate needles at the best of times and my hand is still sore and scarred from the previous cannula two weeks ago, the nurses were wonderful and calmed me down and it was then lovely to receive a gift bag from The Lewis Foundation.

When I got home, I opened my gift bag to find a magazine, a luxury I don't usually indulge in, there were lots of stories and puzzles to keep me going for the next few days and an added bonus of a bag of sweets (chocolate limes - one of my favourites). It was also nice to receive a card written by one of your supporters which I will keep in my memory box, and information on the foundation too.

I have attached a picture of the goodies I received.

Thank you for bringing a bit of sunshine to what was a very difficult day for me."

Mandy Green – Leicester Royal Infirmary patient.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

GIFT PACK COSTS & LOGISTICS

Lee Lewis continues to work with businesses and wholesalers to secure the best deal possible for the products we need for our gift packs, to enable us to provide at the volumes we do. This is important as we purchase 95% of the items that go into our gift packs. Only 5% is donated by businesses and individuals.

Therefore, it is essential to work on securing the best deals to enable our money to go as far as it possibly can to enable us to purchase the items we need.

Lee also manages the logistics of the charity - ordering, goods in, receipt of hospital orders, overseeing the picking and packing process, packaging of the gifts and delivering of the gifts to the hospital.

This year Lee introduced an order system for the hospitals to place their order on what type of gifts they wanted. This was to ensure the relevant volume of gifts made their way to the patients to minimise waste and that there was a clear process for ensuring the gifts made their way into hospital setting.

A point of contact was established at each hospital, who would disseminate an order sheet that Lee had created which listed all the packs and had a section for them to specify how many of each pack they needed. A cut-off date was set for orders to be placed by.

The point of contact at the hospital would return all the orders for that hospital to us. An allocated date was then provided for when they would be ready for delivery to the hospitals.

The items would then be picked and packaged by our volunteers and then delivered to the logistics team at the hospital who would bring the packs to the wards/units who placed the order. The hospital staff and volunteers on those wards/units would then hand them out. Packs would then be available 7 days a week within the hospital setting for patients to access.

Having this process in place creates a smooth process to ensure our packs are always making their way to the patients, which enables The Lewis Foundation to provide our service all year round.

FUNDING RECEIVED FOR GIFT PACKS

We were grateful to receive the following funders who have helped to support us with the cost of the gift packs:

Co-operative Dividend Fund - £2500

Wixamtree Trust - £2500

Arnold Clarke Fund- £1000

Tesco Blue Token Scheme Northampton Mereway Store - £1500

Sir Robert McAlpine Fund - £2498.40

Aviva – UK - £1675

OUR OWN PREMISES & FUNDING RECEIVED TO SUPPORT THIS

One of our biggest issues at the start of the new financial year was trying to source a space of our own to work from. The community centre we used to use pre-pandemic remained closed. Our items were stored in a separate storage unit, which was ACCESS in Sixfields, Northampton.

Whilst the volunteers were still packing our gifts in their own home, it was not time effective due to having to make multiple drops and collections over a wide area. It was also financially expensive with the cost of fuel for the multiple journeys made. Our first aim for the new 2021 financial year was to find somewhere we could have our own premises to work from and store our items, to enable it to be all in one building.

We initially looked at the leasing option and did find a building in Northampton that we could use. However, we found that the buildings offered within our price range was generally in a poor state and the cost of getting it to a standard our charity could work from, which was fit for purpose was something we could not afford.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Therefore, we knew we would have to look at the renting option.

We were able to find 2 units within Biz Space in Northampton. One where we could store our items that we needed for the packs and fundraising, pack our gifts, meet with our volunteers and run our charity from. The other where we could store our gift items/items for fundraising.

We were able to successfully apply and receive funding from The Postcode Lottery, which funded the first year of our rental costs totalling £17,500. Core Costs are one of the hardest elements of our charity to fund, to receive this and have the security we needed for 12 months of a space to enable us to provide our service was great news for us.

We were also able to secure funding to kit out the space with nice heating, fridge, coffee machine and other materials to create a nice environment to work from. This was thanks to funding from The National Lottery Community Fund, who awarded £5990 to our charity.

FURTHER EVOLVING THE FUNDRAISING STRATEGY AND ENSURING INCOME IS GENERATED

FUNDRAISING

We were delighted to successfully apply to fund 50% of the Salary of our Part Time Fundraiser, Lynette Lee from the Foyle Foundation. This enabled us to then to support the costs of having someone in post to do this. We had already seen the financial benefits and opportunities of having a fundraiser in place. Therefore, partly supporting our salary costs assisted with securing a steady income stream through fundraising.

Due to social distancing, we started the first part of the financial year without being able to do fundraising events, something that is one source of our income stream. However, having a dedicated fundraiser meant that we were able to work on scheduling events for later in the year, when we were informed restrictions would ease.

This is the first time we financially invested in larger scale events, to see if we could get larger financial returns. This is where we could raise thousands instead of hundreds of pounds. Therefore, we added fundraising activities such as Abseil and Sky Dives as ways for participants to sign up and support The Lewis Foundation.

Our 1st ever abseil event in July 2021 raised £5360.43 our largest total ever raised from a fundraising event.

We are confident with more events like this people will fundraise to support our charity and we will raise funds on a larger scale.

Another avenue of funding we explored for the first time was the launch of a Crowdfunding Campaign called "One Gift" encourage our supporters to donate a gift for £3.60. £3.60 being the average cost of 1 gift pack. This raised £2633 for our charity. Again, exploring campaigns as a form of fundraising is another avenue, we will continue to explore to raise money for the charity.

By the end of Summer, we were able to start engaging in community events again, doing activities such as Tombola's to raise money for The Lewis Foundation. Community events are a perfect opportunity to raise funds but also raise awareness in the community.

When the Elgar Community Centre reopened in August 2021, we knew this was an opportunity to re-start our monthly Saturday coffee mornings. This was an opportunity for patients, their families and friends and the community to come along to meet new people and The Lewis Foundation team over a piece of cake and a drink. We continued to operate on a 'Donate What You Feel Basis' which enabled people to contribute what they could afford to join in the morning. All money raised would then go back into the charity to help raise funds to support our work. We re-started this in October 2021, and this is a long-term project we will continue to run.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

HOW BUSINESSES & THE COMMUNITY HAVE HELPED RAISE FUNDS AND DONATED TO SUPPORT US

The following businesses and community groups have provided support to us over the last 12 months via Charity of The Year Partnerships.

CHARITY OF THE YEAR PARTNERSHIPS

Voice Northampton
Rapunzel's Hair & Beauty
Luanna Flammia Art
Gateway HR
KAB Seating
CO-OP Upton & Duston, Northampton
Grateful Hearts Candles

As Charity of The Year, for the 1st half of the year we could not do the usual activities in person with the businesses that were supporting us. However, each business ensured they could still provide support through virtual fundraising, fundraising in their offices and outdoors and raising awareness to support our work. We were still able to meet businesses virtually to share the work we do with team members. Despite social distancing being in place we were still able to stay connected and felt supported.

Once restrictions eased in the summer of 2021, we have been able to invite businesses along to see us in action, learn more about our charity and get involved in activities such as gift packing. In person fundraisers have happened such as a silent disco, raffle, walks and fun runs.

Below is feedback from Luanna Flammia about why she supports our charity The Lewis Foundation:

Luanna Flammia was inspired to act after seeing the impact that the unique gifts were having on patients in Bedford Hospital while her mum was receiving treatment for cancer.

The 28-year-old artist decided to use her talent to make a difference and created a dedicated collection of her work to raise further vital funds for the foundation's work.

"Three years ago, my mum was diagnosed with stage 3 cancer, and during the Covid lockdown she was receiving chemotherapy treatment, but we were not allowed into the wards to visit her," said Luanna.

"I first heard about The Lewis Foundation when my mum received one of their gift packages while she was in hospital, which brought a smile to her face.

"I got to know more about them through the hospital. I saw nurses handing their gift packages out and watched other patients in the hospital who didn't have anyone come to visit them opening their gift packages and the impact that it had upon them, and I thought that's a really good idea!

"I really wanted to support them somehow, so I got in touch with Lorraine and Lee and asked them if they would be willing to do a collaboration."

Luanna ended up creating her 'Brighter Days' collection of original art, in which the whole concept is to brighten somebody's day and pledged to donate 50% from the sale of every artwork from the collection to the charity.

"It's gone really, really well," explained Luanna. "We started off with a target of raising £1,000 and have raised £1,070 so far!

"And we still have a number of artworks in the collection that are still for sale."

Luanna, who has been working as an artist in her spare time since 2012, is a Project Manager for a local organisation by day but spends her evenings and weekends creating her art in the converted studio of her former garage.

As well as selling her Brighter Days collection online, she has also spent time showing them for sale at local market fairs.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

"The gift packages are unique and a really good idea," she said. "Sadly, we all know someone who has been affected by cancer, so it's very close to home in that respect.

"I have seen the impact that these packages have made to people in the cancer wards, and it really does make a positive difference.

"There are all different types of packs, and they are filled with very useful, practical things that help people who find themselves in this position in hospital, and especially those patients who have no family or friends to visit them."

PRODUCTION DONATIONS FOR OUR PACKS AND FUNDRAISING

Below are some of the organisations we have received product donations from:

Waitrose, Kingsthorpe, Northampton
Weston Favell Shopping Centre, Northampton
Asda, Rushden, Kettering and Lincoln
Northamptonshire Morrison's Produce, Rushden
Morrison's, Victoria Promenade and Kingsley, Northampton
RCI Europe
Dunelm Northampton
Sol Retail

We do have a wish list which list all the items that go into our gift packs, which we circulate with businesses whenever they offer to make a product donation. If we receive items not on the list, we then use them to raise funds to buy the items we need for our gift packs.

MONETARY DONATION THROUGH FUNDRAISING AND DONATIONS

Below are some of the businesses and organisations in the community, which helped to raise funds for our charity:

Nene Valley Rotary Northampton organised an indoor endurance karting session over a period of 10 weeks for local businesses to take part in and raised £4000

Jodi Ellen Malpas Candle Sale raising £1831

Alex Premier Cleaning - Christmas Challenge raising £750

Members of the public playing the Northampton weekly lottery and raising £1404 annually

Barratts Homes donating £2445 to support our work

Soo Yoga raising £850 at their Family Wellbeing Day to raise funds for our charity

ASAP Innovations donating £720 to fund months' worth of gift packs for adult cancer patients at Milton Keynes Hospital

St James Palace Charitable Donation of £2500 to support our work

Scott Bader providing a donation of £9533.37, which provided 12 months of gifts for adult cancer patients receiving cancer treatment in Kettering and Northampton hospital

Facebook Fundraisers for Birthdays and Donations over 12 months provided a sum of £6024.85 to our charity

Big Dogs Pub in Nottingham donated £1000 to help fund our gift packs for adult cancer patients in Nottingham

Rachel Farrington donated £3593.36 in memory of Stuart Henshaw to fund gifts for others going through cancer treatment

Costco Milton Keynes donated £1500 to fund our gift packs for adult cancer patients at Milton Keynes University Hospital

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2022*

Achievements and performance

Financial review

We are satisfied with the performance of The Lewis Foundation especially considering the position we have faced because of Covid-19. We are in a financial position where we can continue our activities during the next financial year. Our charities assets are adequate to fulfil its financial obligations and we can maintain the existing services we provide to our current hospital partnerships without impacting on the quality of the existing service we provide. Our beneficiaries are at the forefront of our mind in everything we do.

Our reserves provide us with security that if no income was received by our charity, we would have adequate funds to continue our service for a period of 3 months. Given the uncertainty with current fundraising events and what the future for charities will look like, this provides us with adequate security to ensure our charity can provide our much-needed support to our beneficiaries.

As a charity we are keen not to resort to being in this position and are working on future plans to avoid us being in a position where we have to use our reserve funds.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Plans for future periods

FUTURE PLANS

1. Build Corporate Partnerships who are willing to financially invest in The Lewis Foundation, whether that be a lump sum or a monthly donation.
1. Develop our monthly pop-up shop and online shop to build trade income into the charity, which will provide us with another income stream to provide funds.
1. Build our business network that will donate us surplus stock we can use for our gift packs and raise money for our charity by creating a PR campaign around this with the support of Sol Retail.
1. Secure a premises of our own where everything is one building to operate from. A present even though we are in one building, we have 2 units in separate parts of the building. This will improve the efficiency and operation of the charity.
1. Introduction of Legacy Giving – social media and our website as currently we provide no information as to how supporters can donate in memory or leave a gift to The Lewis Foundation. This will open another source of income for our charity.
1. Secure high profile speaking engagements where we can tell our story to spread awareness and generate support for the charity.
1. Increase our work with young people to get them involved from an early age in volunteering, fundraising, and raising awareness of cancer in the community. We want to create a package where we talk to the children about our work, then facilitate a charity day where children volunteer, raise awareness and funds for our cause. This will be achieved by building up relationship with schools and community groups.
1. Extend our support to Palliative Care patients by creating a box that has individual items, that hospital staff, patients and loved ones can access within the hospital settings. Items like toiletries, puzzle book or a journal. Often people need simple items and having this is one less thing to worry about for someone to source.
1. Extend our hospital partnership to support Cambridge University Hospital who has reached out for our support.
1. Creating of an Ambassador programme to amplify the charity's voice. Our aim is to have one Health Care Ambassador, Business Ambassador, Mental Health Ambassador, and a Community Ambassador.

Despite the challenges that continue to be caused by Covid-19 we left this financial year with ways to generate funds, raise awareness and more importantly be able to provide support to adult cancer patients in and out of hospital.

We continue to develop and grow as a charity. We know the next financial year will be challenging as we deal with the aftermath of the pandemic. Therefore, The Lewis Foundation is already working on methods to put into place to ensure we are financially secure and sustainable so we can continue to provide our services for years to come. The overview demonstrates the different ways we are doing just that.

We could not do the work we do, without the trustee team, staff, volunteers, and the wider community who all play a part in making the work we do possible. Thank you for making what we do possible.

Structure, governance and management

The charity is controlled by a governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The Governing Document was adopted on 16th February 2016. It has been amended on 17th July 2017 and 8th June 2019.

THE LEWIS FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr D Basu

Mrs T Blunden

Mr KN Hall

Mrs L Lewis

(Resigned 1 April 2022)

Mr L Lewis

Mrs F Murphy

[Details of method of recruitment and appointment of trustees.]

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

Trade creditors of the company at the year end were equivalent to XX day's purchases, based on the average daily amount invoiced by suppliers during the year.

[Details of organisational structure.]

The trustees' report was approved by the Board of Trustees.



Mr L Lewis
Trustee

3 January 2023

THE LEWIS FOUNDATION

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE LEWIS FOUNDATION

I report to the trustees on my examination of the financial statements of The Lewis Foundation (the charity) for the year ended 31 March 2022.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

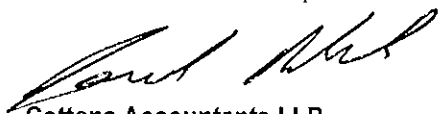
Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of , which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Cottons Accountants LLP

1 Billing Road
Northampton
NN1 5AL
United Kingdom

Dated: 30 January 2023

THE LEWIS FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Income from:							
Donations and legacies	3	208,851	58,197	267,048	114,185	51,683	165,868
Other trading activities	4	9,635	-	9,635	2,399	-	2,399
Total income		218,486	58,197	276,683	116,584	51,683	168,267
Expenditure on:							
Charitable activities	5	100,272	49,528	149,800	94,228	51,807	146,035
Other	9	891	-	891	923	-	923
Total expenditure		101,163	49,528	150,691	95,151	51,807	146,958
Net income for the year/ Net movement in funds		117,323	8,669	125,992	21,433	(124)	21,309
Fund balances at 1 April 2021		94,122	2,247	96,369	72,689	2,371	75,060
Fund balances at 31 March 2022		211,445	10,916	222,361	94,122	2,247	96,369

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE LEWIS FOUNDATION

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	10		5,711		3,037
Current assets					
Stocks	11	169,373		22,638	
Debtors	12	374		170	
Cash at bank and in hand		60,926		77,990	
		230,673		100,798	
Creditors: amounts falling due within one year	13	(14,023)		(7,466)	
Net current assets			216,650		93,332
Total assets less current liabilities			222,361		96,369
Income funds					
Restricted funds	14		10,916		2,247
Unrestricted funds			211,445		94,122
			222,361		96,369

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 30 January 2023



Mr L Lewis
Trustee

Company registration number CE006157

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Charity Information

The Lewis Foundation is a private company limited by guarantee incorporated in England and Wales. The registered office is Units H5A & H5B, KG House, Kingsfield Close, Kings Heath Industrial Estate, Northampton, NN5 7QS.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and equipment	20% on cost
Computers	33% on cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated 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. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Donations	206,521	1,675	208,196	112,405	-	112,405
Grants	2,330	56,522	58,852	1,780	51,683	53,463
	<u>208,851</u>	<u>58,197</u>	<u>267,048</u>	<u>114,185</u>	<u>51,683</u>	<u>165,868</u>

4 Other trading activities

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Fundraising events	7,261	1,442
Shop income	2,374	957
Other trading activities	<u>9,635</u>	<u>2,399</u>

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

5 Charitable activities

	Charitable Expenditure 2022 £	Charitable Expenditure 2021 £
Staff costs	38,000	25,929
Depreciation and impairment	2,934	2,263
Rent and storage	20,855	9,843
Insurance	2,189	623
Telephone and Internet	4,522	3,712
Printing, postage and stationery	9,171	4,068
Stock movement	(21,911)	22,362
Event costs	13,986	6,346
Gift packs	35,608	37,021
Staff training	39	1,251
Advertising	10,196	5,669
Sundries	1,621	892
Travel & subsistence	3,062	596
Motor expenses	14,788	13,774
Subscriptions	962	655
IT and computer	2,253	2,746
Virtual admin assistant	3,875	3,707
	<u>142,150</u>	<u>141,457</u>
Share of governance costs (see note 6)	7,650	4,578
	<u>149,800</u>	<u>146,035</u>
Analysis by fund		
Unrestricted funds	100,272	94,228
Restricted funds	49,528	51,807
	<u>149,800</u>	<u>146,035</u>

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

6 Support costs

	Support costs £	Governance costs £	2022 £	2021 £
Audit fees	-	480	480	480
Accountancy	-	4,832	4,832	4,098
Legal and professional	-	2,338	2,338	-
	-	7,650	7,650	4,578
Analysed between Charitable activities	-	7,650	7,650	4,578

7 Trustees

During the year one trustee received remuneration for their role in the running of the charitable activities and not for their trustee position.

Remuneration consisted of:

Salary - £24,000 (2021 - £23,964)

Social security - £Nil (2021 - £465)

Pension contributions - £3,600 (2021 - £1,500)

All expenses reimbursed to Trustees are done in their capacity of the running of the charitable activities and not for their Trustee position.

8 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Trustee	1	1
Employee	1	1
Total	2	2

Employment costs

	2022 £	2021 £
Wages and salaries	34,400	23,964
Social security costs	-	465
Other pension costs	3,600	1,500
	38,000	25,929

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

8 Employees (Continued)

There were no employees whose annual remuneration was more than £60,000.

9 Other

	Unrestricted funds	Unrestricted funds
	2022	2021
Financing costs	891	923
	<u>891</u>	<u>923</u>

10 Tangible fixed assets

	Plant and equipment £	Computers £	Total £
Cost			
At 1 April 2021	4,162	5,209	9,371
Additions	5,608	-	5,608
	<u>9,770</u>	<u>5,209</u>	<u>14,979</u>
At 31 March 2022			
Depreciation and impairment			
At 1 April 2021	2,535	3,799	6,334
Depreciation charged in the year	1,954	980	2,934
	<u>4,489</u>	<u>4,779</u>	<u>9,268</u>
At 31 March 2022			
Carrying amount			
At 31 March 2022	<u>5,281</u>	<u>430</u>	<u>5,711</u>
At 31 March 2021	<u>1,627</u>	<u>1,410</u>	<u>3,037</u>

11 Stocks

	2022 £	2021 £
Finished goods and goods for resale	<u>169,373</u>	<u>22,638</u>

12 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Trade debtors	<u>374</u>	<u>170</u>

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

13 Creditors: amounts falling due within one year

	2022 £	2021 £
Other taxation and social security	892	572
Trade creditors	5,674	2,263
Other creditors	4,541	1,715
Accruals and deferred income	2,916	2,916
	<u>14,023</u>	<u>7,466</u>

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			
	Balance at 1 April 2021	Incoming resources	Resources expended	Balance at 31 March 2022
	£	£	£	£
Lottery Northampton 2017	613	-	(613)	-
Northants community 2017	413	-	(413)	-
The Will Charitable Trust	360	6,000	(1,633)	4,727
Scott Bader	-	9,533	(9,533)	-
Wixamtree Trust	-	2,500	(2,500)	-
Anglian water	861	-	(431)	430
Foyle Foundation	-	5,000	(5,000)	-
Postcode Places Trust	-	17,500	(17,500)	-
Virgin Media O2 Together Fund	-	1,000	(1,000)	-
Arnold Clark	-	1,000	(1,000)	-
Sir Robert McAlpine Trust	-	2,498	(2,498)	-
Tesco community	-	1,500	(1,500)	-
Costco and United Way	-	1,500	(1,500)	-
Co-operative Dividend Fund	-	2,500	(2,500)	-
AVIVA Uk	-	1,675	(1,675)	-
National lottery community fund	-	5,990	(231)	5,759
	<u>2,247</u>	<u>58,196</u>	<u>(49,527)</u>	<u>10,916</u>

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

14 Restricted funds

(Continued)

Income received has been transferred to the following funds and has been used in accordance within the terms and conditions of the bequests.

Northants Community 2017 - Wellbeing events
 Lottery November 2017 - See below (b)
 Groundwork January 2018 Restricted See below
 Community Fund NBC - Gift pack costs
 The Will Charitable Trust - Gift pack costs and new premises set up costs
 Northamptonshire Community Foundation - Gift pack costs
 Scott Bader - Gift pack costs
 MK Community Foundation - Hampers costs
 Wixamtree Trust - Gift pack costs
 NCF Grant - Gift pack costs
 Sylvia Waddilove Foundation UK - Gift pack costs
 Warburtons Community Grant - Gift pack costs
 Anglian Water - Printer cost
 Community Fund - Trustee salary and gift pack costs
 Foyle Foundation - Salary cost
 Postcode Places Trust - Premises rental
 Virgin Media O2 Together Fund - Gift pack costs
 Arnold Clark - Gift pack costs
 Sir Robert McAlpine Fund - Gift pack costs
 Tesco - Gift pack costs
 Costco and United Way - Gift pack costs
 Co-operative Dividend Fund - Gift pack costs
 AVIVA UK - Gift pack costs
 National lottery community fund - New premise set up costs

a) Groundwork January 2018

Activities which would benefit the wellbeing of cancer payments in the community

b) Lottery November 2017

General charity expenses such as travel, storage, car lease, computer, promotional materials, training

15 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Fund balances at 31 March 2022 are represented by:						
Tangible assets	555	5,156	5,711	1,330	1,707	3,037
Current assets/(liabilities)	210,890	5,760	216,650	92,792	540	93,332
	<u>211,445</u>	<u>10,916</u>	<u>222,361</u>	<u>94,122</u>	<u>2,247</u>	<u>96,369</u>

16 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

2022 2021

THE LEWIS FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

16 Operating lease commitments

(Continued)

	£	£
Within one year	1,147	-
	<u>1,147</u>	<u>-</u>

17 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

THE LEWIS FOUNDATION

England & Wales - Charity number 1166405

Accounts

REGISTERED COMPANY NUMBER: CE006157 (England and Wales)
REGISTERED CHARITY NUMBER: 1166405

Report of the Trustees and
Unaudited Financial Statements
For The Year Ended 31 March 2021
for
The Lewis Foundation

The Lewis Foundation

Contents of the Financial Statements
For The Year Ended 31 March 2021

	Page
Report of the Trustees	1 to 16
Independent Examiner's Report	17
Statement of Financial Activities	18
Balance Sheet	19 to 20
Notes to the Financial Statements	21 to 29
Detailed Statement of Financial Activities	30 to 31

Report of the Trustees
For The Year Ended 31 March 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of 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 (FRS 102) (effective 1 January 2019).

Introduction and Overview of The Year

Never did we imagine we would be starting the new financial year being in a National Lockdown. The pandemic changed everything for our charity overnight. Our charity was all about face-to-face activity such as visiting people in hospital, our pamper days, fundraising events, interacting with members of the community and our volunteers to deliver our service.

Initially, we paused our services at the beginning of March 2020 before the national lockdown was announced following concerns raised by the hospital. For us, this was the hardest decision we all had to make but at the time we didn't know what else to do. In a way as a charity for us, it was something that was needed. We had been going at a million miles an hour, the charity had grown beyond what anyone had imagined, and we all needed time to stop and think, what was working, what was missing, what could we do better?

The first few weeks were spent having some much-needed reflection about the journey of The Lewis Foundation from a distance.

All of us felt completely lost and helpless. Patients and their families reached out to us sharing how they felt. With visitors no longer allowed in hospitals and cancer patients having to shield at home, we learnt how people felt isolated, lonely and were going without things that would help pass the time or make them feel comfortable.

However, the need for support did not stop. We were being contacted by cancer patients who were at home shielding asking if they could have a pack. Often people were without essentials such as toiletries or things to help pass the time such as books. We knew this need was great due to the volume of requests we were getting.

We saw a Covid Response fund from the Northamptonshire Community Foundation at the beginning of April 2020 and applied for it so we could create emergency packs for patients filled with toiletries, hand sanitisers and things to help pass the time at home. The things people were asking for. Within a matter of days, we found out we were successful.

The first hurdle we had to overcome was how we were going to source our items. We would go into the shops we used to use, and the shelves were bare. We all pitched in contacting shops and wholesalers who were coming back to us to say they would either donate the items or give it to us at a significantly reduced price, as the price of everything had shot up.

We set up a system where we would deliver the items to our volunteers' homes so they could help us pack and volunteers also helped deliver the packs direct to patients door.

We knew we had to create a system that was as safe as possible to put no one at risk of contracting the virus from our packs. Outlined below is how we operated:

1. Purchasing gift pack items or receiving donations of gift pack items - they were isolated for 48 hours at our lock up.
2. Following the gift items being picked and placed into tubs, they were delivered to our volunteer's homes. On reaching their home, the tub with the gift items would be isolated again for a further 48 hours.
3. Once the gifts were packed by our volunteers, they were isolated again for 48 hours before they are collected by us.
4. We then created a drop point where volunteers would come and collect the packs and deliver them directly to people's homes.

As Trustees we pitched in and did everything we could do ensure this worked and we all got involved in every aspect of the process. There was no guidebook telling us what to do.

The system we created was working and for now we felt like we were doing something to help even if it was different to how we would normally have delivered our services.

Report of the Trustees
For The Year Ended 31 March 2021

At the end of April 2020, the hospitals got in contact and asked where we were. They needed our gift packs more than ever. This was because visiting had been stopped within the hospital setting and patients felt completely isolated and alone.

For us as a charity, we decided to embrace this challenge and make it happen. Using the isolation process mentioned above, we adopted it for the hospitals.

Our personal visits to the ward could no longer take place, but the hospital staff stepped in as an extended Lewis Foundation team member to hand the gifts out on our behalf. We had created a system that worked.

Prior to this financial year we had applied to the Charity Commission for Lee Lewis to be paid to enable him to deal with the Operational size of the charity. The charity had reached a size where this could no longer be done voluntarily. Lee was balancing his full-time day job working night shifts as a Carer with trying to meet the Operational needs of the charity. It had reached the stage where the best person to do this role was at the stage where time could not be committed to both. The Charity Commission understood this need and had given Lee permission to act in a paid capacity.

We applied to The National Lottery Community Fund to support Lee's salary in May 2020, in addition to helping us fund the costs of our gift packs for 6 months. It was an incredible moment when we found out we had been successful in receiving this. For us this really changed everything.

Having someone in place in a paid capacity working on the Operational side of the charity has made a fundamental difference to the efficiency and effectiveness of the charity.

Lee has been able to achieve and implement some of the following key things which were needed by the charity:

- " Develop relationships with wholesalers and suppliers - this has reduced the gift pack costs, whilst providing us with high quality branded items.
- " Create a system for accurate recording of incoming/outgoing stock, ordering and distribution of gift packs to the hospital and the community.
- " Developing relationships with our stakeholders such as the NHS in regular meetings, which is fundamental in enabling us to do our work.

Having a role in place has enabled us a charity to deliver a more professional and efficient service. This is something we are very proud of.

As a charity we identified we needed someone who could be out there in the community who could generate fundraising opportunities and fundraising ideas for us, to enhance our financial stability long term. At the time, we were stretched in being able to do this and were missing out on opportunities. This is something we needed to focus on more than ever with the normal ways to generate money for charity had stopped due to the pandemic.

In October 2021 we had Lynette join our team part time as a Fundraiser, working 20 hours a week. Immediately straight away Lynette has been an asset to our team.

Examples of the things she has achieved:

- " Created an online shop for items we cannot put into our gift packs, enabling us to raise money.
- " Went out into the community speaking to schools and businesses how they could support. This had led to businesses approaching us to be Charity of The Year and schools offering to do collection drives for items.
- " Sought out events we can attend to fundraise within the areas we support to help raise money for our charity.

This has increased support and funds for our charity, which we would not have had if she was not in post.

Report of the Trustees
For The Year Ended 31 March 2021

As a result of having paid employees in place and with everyone pitching in to get the packs out to the patients' awareness of our work grew beyond what we could ever have imagined.

We had incredible coverage from local and national media who were sharing what we were doing and how we were helping, in addition to winning awards.

Below are some examples of the coverage and awards we achieved:

Features in The Sun, Hello! Magazine, Woman and Channel 4 News.

Winning The Independent Newspaper Covid Heroes 2020 and The Prime Minister's Point of Light Award.

The word spread to other hospitals about the work we were doing and how it was helping cancer patients and their families.

This led to us starting our services at Nottinghamshire NHS Hospitals in Summer 2020 following being approached by the hospital. With the work Lee had done behind the scenes with the Operational side of the charity, it meant financially we could deliver this service and also logistically we could too.

Our new NHS partnership meant we were working with Nottingham City Hospital and Queens Medical Centre providing our packs to day patients and in patients at both hospitals.

As it got to Autumn and Winter restrictions came back into place. However, as we had systems in place, the restrictions would not be a barrier to us continuing.

We were determined to continue with our annual Christmas Hamper Campaign. Every year we ask people to nominate someone they know going through cancer treatment to receive a Christmas Hamper from our charity. We then deliver these hampers as a surprise on the lead up to Christmas. The cost of the hampers was £30, and they would be filled with food and drink items for people to enjoy over the festive period. The reason we do this is due to the financial struggles people experience when going through cancer treatment due to no longer being able to work. The hamper is one small way to address the financial gap people experience over the festive period.

We applied for funding to Northamptonshire Community Foundation and Milton Keynes Community to support us in providing hampers to cancer patients in the Northamptonshire and Buckinghamshire areas. We were successful with both, enabling us to fund 100 hampers.

We also asked local businesses if they wanted to donate to support the costs of a hamper. A number of local businesses got involved such as DSA Finance, Glazerite UK and Step Forward With Lewis. As a result, we were able to gift 121 Christmas Hampers as a surprise to adult cancer patients on the lead up to Christmas, which beat our previous year record of 35.

We were not able to personally hand out gifts on Christmas Day at Northampton General Hospital on the adult cancer ward, which is Talbot Butler. This is one of the only hospitals we work with that has a dedicated adult cancer ward, which is why we provide gifts to them every Christmas day. However, the nurses handed them out on our behalf.

Our gift giving was supported as a result of monetary donations from local businesses. N Live Radio also donated DAB radios. As a result, the 24 patients on the ward received a treat a DAB radio and £15 Amazon to go with it.

2021 saw us start the year with new hospital partnerships.

January saw us our partnership with Lincolnshire NHS Hospitals and February Chesterfield Royal Hospital. Both had heard of the work we do from other NHS partnerships and were keen to boost morale of the patients. Again, financially and logistically we were in a position to do this due to the work we had done behind the scenes.

This meant by the end of the financial year, we had grown from working in partnership with 7 hospitals to 14 hospitals.

Report of the Trustees
For The Year Ended 31 March 2021

Despite the challenges caused by Covid-19 we left this financial year in a stronger position than when we started. We also were now providing a more professional and cost - effective service. We know the service we are providing to our beneficiaries is the best it has ever been.

We could not do the work we do, without the trustee team, staff, volunteers and the wider community who all play a part in making the work we do possible.

Report of the Trustees
For The Year Ended 31 March 2021

OBJECTIVES AND ACTIVITIES

Objectives and aims

For the first time in 2020, we clearly set out our vision, missions and values so that everyone is clear what The Lewis Foundation embodies and that we ensure the work we do reflects this.

VISION

To provide comfort and happiness to every adult cancer patient going through cancer treatment in hospitals across the UK by providing free gifts and support.

MISSION

Our mission is to create a service that changes the patient experience for adults going through cancer treatment in hospital. We believe that adult cancer patients should have access to activities and visits that help to minimise isolation, loneliness and boredom, which will help to support people during their cancer journey.

VALUES

Patient First

We put adult cancer patients at the heart of everything we do. We take time to listen to and understand their needs and ensure their voice is heard in the hospital setting and community.

Courage

We will embrace change and will continue to implement new initiatives for adult cancer patients to ensure that they are provided with the best possible support through their cancer journey.

Kindness

We only ever act with kindness. We care about the patients and families we support.

Positive Impact

Through our awareness raising and donations, we give as much as we can to adult cancer patients to support them through their cancer journey.

Fun

We provide a positive and uplifting experience for our volunteers, adults going through cancer treatment and their families.

ABOUT THE LEWIS FOUNDATION AND WHY WE STARTED

At The Lewis Foundation we source, package and hand deliver gift packs for free to adult cancer patients in hospitals in the Midlands and the community weekly. These are items that patients might find difficult to buy themselves or simply cannot afford - and that brings people happiness and comfort at a difficult time. For many people in hospital and the community, our volunteers are their only regular visitors.

Lorraine and Lee (charity founders) were so moved when Lee's mum was hospitalised with cancer at Northampton General Hospital that it led them to set up a charity.

Recognising the fear, upset and loneliness faced by individuals undergoing cancer treatment and their loved ones, they were determined that their charity would make a real difference. They sourced donations, packaged, and delivered gifts for patients on oncology wards. That was April 2016 - when The Lewis Foundation was born.

Today with a team of 50 volunteers and community supporters, The Lewis Foundation has grown from delivering 80 gift packs to one hospital, to delivering over on average 2000 gifts per month to 14 hospitals in the Midlands per month. They are Milton Keynes University Hospital, Northampton General Hospital, BMI Three Shires - Northampton, Bedford Hospital, Leicester Royal Infirmary, Luton & Dunstable Hospital, Nottingham City Hospital, Queens Medical Centre, Sherwood, Kettering Hospital, Lincolnshire Hospitals and Chesterfield Hospital.

Report of the Trustees
For The Year Ended 31 March 2021

How it works in the hospital, is that patients pick a gift pack of their choice from our gift list when they either arrive for treatment or are admitted into hospital. There are 29 different gifts for people to pick from. Packs range from toiletries, puzzle books and miniature radio. Once the gift is received, we then spend time with people to reduce loneliness.

Since the pandemic, the thing we have had to adapt is that the nurses hand out the packs on our behalf. Our team will return to doing these once restrictions ease and we can return back to our hospital visits.

As highlighted in the overview, The Lewis Foundation has had to significantly adapt how we operate to make the work we do possible. However, thanks to support from members of our community, volunteers, businesses, the NHS, Schools and individuals, we were able to continue to provide our services throughout 2020/2021.

Below is a number of ways that people have got involved to make the work we do possible:

Gift Packing
Fundraising
Speaking Engagements
Monetary Donations
Donation of gift items for our gift packs
Collection Drive for gift items
Media Coverage
Social Media Coverage
Delivering gifts to patients in the community and delivery to the hospital

Report of the Trustees
For The Year Ended 31 March 2021

OBJECTIVES AND ACTIVITIES

Significant activities

The pandemic meant we had to significantly change the activities we provide to patients due to not being able to have face to face contact.

HOSPITAL VISITS

We have not been able to do our face-to-face hospital visits since the beginning of March 2020. We will resume this service once the national lockdown eases and the hospitals consider it safe to return. We will then take over the handing out of the gifts from hospital staff.

However, we have been able to expand from partnering with 7 NHS hospitals to 14 NHS Hospitals over the last year. Considering what climate has been like over the past year it has been an amazing achievement for us.

We have also developed the choice of gifts we are able to offer patients by working with NHS staff and cancer patients. New packs introduced in 2021 was as follows:

Hydration pack - drink sachets and water bottle to help relieve the dehydration people experience.

Snack pack - Lucozade, popcorn, snack bar, water and fruit. This is for people who are having stem cell treatment to help provide nutrition and hydration following this procedure.

Welcome Bag - Aveeno dry skin cream, notebook, pen, hard boiled sweets, hand cream, hand sanitiser, eye masks and ear plugs. This is provided to people on their diagnosis of cancer at their first appointment.

Head and Neck Pack - This is a pack with products to help relieve the side-effects experienced as a result of radiotherapy for those having head and neck cancer treatment. This includes mouth wash, toothbrush, toothpaste, lip balm and Aveeno cream.

Due to Lee work with wholesalers and suppliers he has been able to get better quality branded products at cheaper prices. It has meant that not only are the packs cost effective, but they are the best possible quality products for our beneficiaries.

PAMPER DAYS

These days were designed to provide support to adult cancer patients outside the hospital setting. They took place at Highgate House in Northamptonshire. We would have guest speakers talking about topics such as skincare and hair loss, in addition to yoga and treatments. The aim was to help relieve the worries and concerns people had, whilst bringing people together to stop isolation and loneliness. We had 4 events planned every 4 months, which was funded by the Northamptonshire Community Foundation.

Due to the pandemic this was paused for this financial year as due to the restrictions of people shielding and social distancing it cannot be delivered safely.

We, therefore, had a discussion with the Northamptonshire Community Foundation who was funding this programme about pausing the Pamper Day programme as we could not proceed with it as an in-person event. As the pandemic went on longer than any of us could give ever anticipated the suggestion was made to host our event online. We were initially reluctant as we did not see how you could create the same experience online. However, we are glad this was suggested as it forced us to try something new.

We teamed up with a local event company called Polka Dot Events, who were brilliant with helping us to host an event online and also manage the event on the day. We were able to run the event using the Zoom platform. We still hosted mindfulness and meditation sessions, yoga and skin/nail workshop. Despite not being in person, it still worked well as we made it as interactive as possible rather than the participants just being talked at. To break it up and make it also entertaining we had a virtual magician and games. The morning worked really well and went really smoothly. The feedback we got was really positive.

Report of the Trustees
For The Year Ended 31 March 2021

OBJECTIVES AND ACTIVITIES

As a charity it has definitely helped us to think going forward this will be a great way to in the future to extend our reach beyond Northamptonshire to support people other areas. Another benefit is that with people having treatment how they feel changes by the day. Sometimes it will be on the morning of our events that we are contacted by a patient to say that someone is too unwell to come. This would offer another option to still join in and take part.

For the future, therefore, is another avenue we will explore to provide this event.

COFFEE MORNINGS

Every month we would host our monthly coffee mornings at the Elgar Centre, Northampton. This is to bring together cancer patients and their families so people can connect together and create a support network outside the hospital setting. Members of the public were also welcomed to attend to learn more about the charity by speaking to members of the team. The Elgar Centre allows us to use this space free of charge.

Due the pandemic and restrictions in place, we have not been able to host any coffee mornings this year. As soon as we can safely deliver face to face events, we will resume this.

CHRISTMAS GIVING CAMPAIGN

Every year we surprise people in the community going through cancer treatment with a surprise hamper from our charity. The recipient is nominated by someone they know going through cancer treatment. This is delivered as surprise to the people's door on the lead up to Christmas. The hamper is filled with M & S Food and Drink goodies.

We were determined to make this go ahead. It was one where we could do socially distanced hamper deliveries.

We were worried due to the pandemic we would not get the financial support we needed to fund the hampers. The entire cost of a Christmas Hamper is £30.

As a charity we made a decision to apply for funding from Northamptonshire Community Foundation and Milton Keynes Community Foundation to fund the gifts in the Northamptonshire and Milton Keynes area. We were successful in receiving £1500 from each foundation, which provided us with 100 hampers.

We also received monetary donations from local businesses such as Vets 4 Pets, Louise Gordon Consultancy and DSA Finance, which topped up the number of gift hampers given to 122 our highest number yet.

All hampers were packed at our volunteers homes. They were then handed out by members of our team and hospital staff throughout the month of December.

We were able to successfully deliver 122 Christmas Hampers to patients throughout December, something given the circumstances we were proud to achieve.

In addition to our Christmas Hamper campaign, we provide gifts to patients who are staying on Talbot Butler Ward on Christmas Day. We would normally gift a festive box to patients with a voucher and food treats. This would normally be handed out by us on Christmas Day. We were unable to hand these out personally due to visiting being restricted. However, we were still able to provide 24 gifts to the patients that would be staying on the ward. N Live Radio Northampton provided DAB radios and due to the donations from businesses each patient received an Amazon Voucher to go with it.

This campaign makes a huge difference to people on the receiving end, having something to lift their spirits during the festive period. We were proud we were able to not only deliver this but also that we were able to do this on a bigger scale.

Report of the Trustees
For The Year Ended 31 March 2021

OBJECTIVES AND ACTIVITIES

PUBLIC BENEFIT

The Trustees, staff and volunteers always have regard to the Charity Commission Guidance on Public Benefit. It is vital that the work we do follows this guidance, and that work demonstrates that our work is for the benefit of the public. We hope that what you have read so far will be evidence of this.

We now have a wide geographical reach across the Midlands, and we have been able to do this whilst ensuring the services we provide to our beneficiaries is of the highest standard.

The aim of our charity is that we will continue to build our NHS partnerships so we can support adult cancer patients in hospitals across the UK. This embodies our vision which is to provide our gift packs to all adults going through cancer treatment.

VOLUNTEERS

It is important that our charity is accessible to all. We are an inclusive and diverse charity. We have volunteers of a mixture of ethnic groups, ages, disabilities and sexuality. We are proud to build a core team of volunteers on this basis. 70% of our volunteers are either patients who have been on the receiving end of our services or a family member/friend who now wants to give back to help others.

The pandemic has not stopped us from increasing the number of people who wants to volunteer with The Lewis Foundation.

We have increased the number of our volunteers from 35 to 50 over the last year. Our volunteers are a vital lifeline for our charity especially over the last 12 months with what we have all had to deal with.

We have found an increase in the number of young people who want to volunteer as part of their schooling and Duke of Edinburgh. We have been able to support 6 young people in gaining their volunteering badge. It is great to see young people want to help give back and get involved in making a difference to others.

Our volunteers volunteer around 2 hours a week. Over the space of year this equates to 5200 to support the work of The Lewis Foundation. This is less than last year. However, this is because there have not any fundraising events for our volunteers to attend. We have calculated the volunteer rate in line with the minimum wage of £8.91 per hour. This would equate to £46,332.

In addition, professionals have volunteered to give their time by providing advice and professional support such as social media and strategic services.

Alchemy Virtual Assistance would normally charge £150 per month for 16 hours of social media services. This would equate to £1800 per year.

Pilkington Communications would normally charge £2750 for 8 weeks, which provides 50 hours per month for PR support. This would equate to £16,500.

The professional support especially during the pandemic has enabled us to increase our visibility, awareness and support for our work.

As a charity we are so proud to be supported by volunteers and professionals within the community. Our charity would not have been able to grow and develop our service without the time given by people who volunteer their services.

Report of the Trustees
For The Year Ended 31 March 2021

ACHIEVEMENT AND PERFORMANCE

CHARITABLE ACTIVITIES

The following activities has enabled us to achieve our aims and objectives over the last 12 months:

1. Building new NHS partnerships by partnering with 7 new hospitals in Nottinghamshire, Lincolnshire and Chesterfield.
2. Developing our existing NHS partnerships to adapt our service to enable us to continue our work during the pandemic.
3. Worked with the NHS and cancer patients to develop new packs to support cancer patients whilst in hospital.
4. Promoting our volunteer opportunities to enable people to help us in our mission to support adult cancer patients.
5. Working with our existing volunteer team to adapt our volunteer roles so we can continue to operate throughout the pandemic.
6. Continuing to raise the profile of The Lewis Foundation during the pandemic virtually through virtual meetings, presentations, podcasts and media.
7. Continuing to work with members of the community and developing new partnership to businesses, school and community members to provide funding, gift donations and support for our work.
8. Expanding our services outside the hospital setting to provide emergency packs to adult cancer patients shielding in the community.

Below are some of the ways it has been possible to achieve this:

CORPORATE SUPPORT

The pandemic saw numerous businesses step forward to help us at a time when our main opportunity to raise funds, which was fundraising could no longer take place.

IN KIND DONATION

The following businesses gave in kind donations providing products for our gift packs for adult cancer patients in hospital on a regular basis:

Waitrose, Kingsthorpe Northampton
Waitrose, Wootton, Northampton
Weston Favell Shopping Centre
Asda, Rushden, Northamptonshire
Morrison's Produce, Rushden, Northamptonshire
Morrison's, Wellingborough
Costco, Milton Keynes
Tesco Superstore, Milton Keynes
Access Store, Northampton
The Works, Northamptonshire
RCI Europe
Dunelm Northampton and Wellingborough

MONETARY DONATION

A number of businesses and individuals made monetary donations to help us fund the cost of our gift packs:
Ink Paper Creative £225 raised from selling Christmas Cards to raise money for our charity.
Santa on Your Street - £414.45 doing doorstep Santa visits across Northampton in exchange for a donation.
B & M - £1500 donation.
Tank Park Salute Charity Single by Kevin Rodgers and John Griff - £2092.74
Waitrose Kingsthorpe, Wootton and Milton Keynes
Step Forward with Lewis - £175 to help fund the costs of our gift hampers.
Mayor of Northampton - £500

DONATION DROP OFF

Metro Bank, Northampton continued to act as a drop off point for donations throughout the pandemic.

Report of the Trustees
For The Year Ended 31 March 2021

We also set up a way for people to donate via post using Droppoint.org. This has become a great system as it has enabled people outside the Northampton area to post items to us for our gift packs.

CHARITY OF THE YEAR

We were chosen as Charity of The Year for the following businesses:

KAB Seating
Morrison's Produce, Rushden
GW Consultancy
Voice, Northampton
WI Welford
Quinton House School, Northamptonshire
Mooch
Alchemy Virtual Assistance
Pilkington Communication
CC Hair Salon, Northampton
Gateway HR
Luanna Flammia Art
Co-op Upton and Duston, Northamptonshire

As Charity of The Year, we could not do the usual activities in person with the businesses that were supporting us. However, each business ensured they could still provide support through virtual fundraising and raising awareness to support our work. We were still able to meet businesses virtually to share the work we do with team members. Despite social distancing being in place we were still able to stay connected and feel supported.

Skills Based Support as Charity of the Year from Alchemy Virtual Assistance and Pilkington Communication

We were delighted when Alchemy Virtual Assistance and Pilkington Communication extended their professional support. This was particularly valuable to us during the pandemic in continuing to generate awareness, monetary and in-kind support for our work. Contacting the media enabled us to be regularly featured in local and regional publications, which led to additional opportunities for support.

Both businesses support was fundamental when we launched our Lap of Honour campaign - an event to do a lap of any distance or location to thank, support or remember someone. Both teamed up together to help with social media posts, interviewing attendees and getting coverage of participants taking part in the event. We had never done a campaign like this before and would not know where to start with publicity. Having their support was fundamental to our success.

THE LEWIS FOUNDATION FUNDRAISERS

We were very limited in what fundraising events we could organise due to the pandemic. However, we tried to fundraise where we could, and it has helped us long term to think outside of the box.

Lap of Honour Fundraising

This was the first time we had hosted our own fundraiser to raise money for our charity. The fundraiser had to take place socially distanced as we could not bring people together. As mentioned, above we teamed up with Alchemy Virtual Assistance and Pilkington Communications to help support us with this event. We had people taking on a variety of different challenges such as lap of golf course, lap of Northampton on a scooter and lap in a wheelbarrow. We were very pleased with the number of people who got involved and with the virtual element it meant it could be done anywhere.

We were pleased to raise £3383 for The Lewis Foundation.

Birthday Fundraisers via Facebook

This has become another avenue that became popular with our charity, with people setting up pages for people to donate to us rather than buy a gift.

Online Raffles

We launched our online raffles to help raised additional money for our charity starting in December 2020, where the raffle prize was a Christmas Hamper.

Report of the Trustees
For The Year Ended 31 March 2021

The prize was donated, which means all money from the entries went to our charity. We raised £350 from this. This is something that we continue to do every quarter in 2021.

FUNDING

GIFT PACK COSTS

We received a number of sources of funding to help support our gift pack costs:

Scott Bader funded our Kettering General Hospital and Northampton General Hospital packs from July 2020 - January 2021. They provided funding of £3724.50.

Aviva UK employees pledged £2600 in April 2020.

Northamptonshire Community Foundation - Self Isolation Packs £3000 in April 2020

Tesco - £500 in May 2020.

One Stop Shop - £500 in May 2020.

Wixamtree Trust for patients in Bedford Hospital - £2000 in May 2020.

The National Lottery Community Fund £24,000 in May 2020.

Milton Keynes Community Foundation - Self Isolation Packs £2698 June 2020.

Northamptonshire Community Foundation - Coronavirus Response and Recovery Fund - £2798.00 June 2020

Grand Union Housing Grant - £280 in July 2020.

Northamptonshire Community Foundation - Christmas Hamper Campaign - £1500 in November 2020.

Milton Keynes Community Foundation - Christmas Hamper Campaign - £1500 in November 2020.

Sylvia Waddilove - £1000 in January 2021.

CORE COSTS

Northamptonshire Community Foundation -Anglian Water Fund July 2021 which funded the cost of a new printer to enable us to do our work.

The National Lottery Community Fund - £12,000 to support 6 months' salary cost for Lee Lewis in May 2020.

We are grateful to the funders who have supported our work during this period, enabling us to provide our service. They have bridged the gap at a time where we had lost all our fundraising options and gave us time to find alternative ways to generate funds.

PARTNERSHIPS WITH OTHER CHARITABLE AND CORPORATE ORGANISATIONS

Our charity has been able to work with other charitable organisations and community. By supporting each other we are able to all continue to deliver our service during this time of uncertainty.

Beauty Banks - A community group that provides essential items such as toiletries to other charitable and community groups. We were gifted toiletries for our gift packs throughout the pandemic to support our work.

Report of the Trustees
For The Year Ended 31 March 2021

From Me To You - From Me To You is a charity where people from around the UK write letters to help pass the time and take people's mind off what they are going through. The charity sends us these letters, which we pop into our gift packs. They are an additional treat for people to read and enjoy in addition to the gifts they receive in our packs.

Something to Look Forward To - A charity that provides gift experiences and gift products to cancer patients. When the charity gets surplus stock, they reach out to us to see if we can use it. We have received a number of donations from towels and toiletries.

Sweet Bee - We have continued to work in partnership with students from Northgate Academy School in Northampton, who help package our sweets for our gift packs. The students love providing the sweets for our packs. They adapted throughout the pandemic despite the school being shut. Students worked with the school to come in and still package the sweets for us for our gift packs. This meant a lot to us as patients love hard boiled sweets. They take away the sickness and bad taste people get as a result of treatment. We have been working with the school for 3 years and we are proud of our long-term partnership.

PUBLICITY OF OUR WORK

We have received a number of awards, media coverage and speaking opportunities on a local, regional and national basis in recognition of our work. This has all contributed to helping raise our profile, generate further support and additional funds for our work.

AWARDS

Independent Newspaper Covid Heroes 2020
Prime Minister's - Points of Lights Award
Acquisition International - Cancer Charity of The Year 2020
Women Leader - Community Impact (Volunteer)
East Midlands Charity Award - Rising Star Awards
Women's Award East Midlands - East Midlands Outstanding Women with Community Impact 2020
Prestige Awards for Cancer Charity of The Year 2020/2021
Vuelio Online Influencer Award - Cause Led Initiative Campaign
Rose of Northamptonshire Awards 2021
Finalist Hello! Magazine - Hello to Kindness Award 2020

MEDIA PUBLICATIONS

The Sun - International Women's Day 2021
Woman Magazine - Christmas Giving
The Sun - Covid Heroes
Planet Mindful Magazine
Hello! Magazine
Regularly featured in our local papers Northampton Chronicle, All Things Business and Northants Life.

SPEAKING ENGAGEMENTS

Notts TV - February 2021 promoting our charity work to people of Nottinghamshire.
Channel 4 News with Jon Snow
Eden Project Communities - Living Room Series
Eden Project Community Festival
Kind Fest

OUR IMPACT

Below is a variety of quotes from patients, patient family, hospital staff, volunteer and trustees. It showcases how the work we do is for the benefit of our beneficiaries. We are proud of how it showcases how we have built a community that helps and supports others in their time of need.

Report of the Trustees
For The Year Ended 31 March 2021

"I am nearly 86 years old and I am suffering with inoperable pancreatic cancer. Last year I was in the Talbot Butler Ward when I received one of your gift parcels. It brought tears to my eyes to think that someone apart from my family cared. When I was in the emergency department this year, I was given an isolation pack. Filled with the most useful thing and greatly received. It really does lift your spirits. Thank you once again for bringing a ray of sunshine to those that are suffering." **Patient feedback.**

"I was so lucky to receive a Chemotherapy and a Radiotherapy bag which contains items to help make treatment more bearable. I found the colouring book particularly useful as it has helped me focus on something else apart from my terrible nausea and vomiting which unfortunately in my case was difficult to control." **Patient feedback**

"What a lovely surprise to receive a puzzle book and pen while spending time in hospital. I really appreciate your kindness. This can pass slowly in hospital and with the Covid -19 pandemic a great deal has changed. Thank you so much for the gift which will help me to pass the time." **Patient feedback**

"At the end of August, I had my last treatment. The nurses gave me a knitted blanket. I started to feel the side effects and knowing I would feel unwell for the rest of the day I settled down covered with my new blanket. The blanket is so soft and warm. It was good comfort and helped relieve the worst of the side effects. I will always remember that afternoon. From now on I will use the blanket as my comfort blanket. Thank you so much." **Patient feedback**

"My wife was diagnosed with incurable cancer and she has been in and out of hospital for all sorts of treatment, during these visits she has received sweets and magazines, which cheered her up as they must have done countless others. Hospital life is bleak and cheerless. Your little gifts of kindness are appreciated." - **Family feedback**

"After a conversation with a colleague from Nottingham University Hospitals, we discovered the Lewis Foundation packs. Dawn approached The Lewis Foundation and discussed the possibility of offering something similar here at the Royal.

In January the 1st delivery began, with hundreds of different packs ranging from magazines, audio books, pamper packs, crafts and much more, all sanitised and cleaned to maintain our Covid safety guidelines.

This will provide patients with a treat to help reduce anxiety, provide a welcome distraction and pass the time whilst receiving treatment."

Haematology Support Worker Rebecca Chadwick, Chesterfield Royal Hospital

"I gave one of our lovely patients a The Lewis Foundation cross stitch pack, which she has been doing as an inpatient. She has been able to use this as her mindfulness and give her a real sense of achievements. It just goes to show you how a small gesture can make a big difference."

Claire Fowler, Lincolnshire Hospital

"I was always impressed by The Lewis Foundation hard work for cancer patients by providing them with gifts when they are in hospital. I am very proud with my family to be volunteering for the last 6 months."

Gosia Tok - volunteer feedback

"I could not be more proud to be involved with The Lewis Foundation. It has been remarkable to watch it grow from a couple of wonderful people doing remarkable work for a fantastic cause into the well-oiled goodness machine that it has become.

The charity demonstrates unswerving dedication and hard work. Thank you to the tireless team of volunteers who are so generous with their time." - **Dhrien Basu - Board Member.**

Report of the Trustees
For The Year Ended 31 March 2021

FINANCIAL REVIEW

RESERVES POLICY

We are satisfied with the performance of The Lewis Foundation especially considering the position we have faced as a result of Covid-19. We are in a financial position where we can continue our activities during the next financial year. Our charities assets are adequate to fulfil its financial obligations and we can maintain the existing services we provide to our current hospital partnerships without impacting on the quality of the existing service we provide. Our beneficiaries are at the forefront of our mind in everything we do.

Our reserves provide us with security that if no income was received by our charity, we would have adequate funds to continue our service for a period of 6 months. Given the uncertainty with current fundraising events and what the future for charities will look like, this provides us with adequate security to ensure our charity can provide our much-needed support to our beneficiaries.

As a charity we are keen not to resort to being in this position and are working on future plans to avoid us being in a position where we have to use our reserve funds.

FUTURE PLANS

1. Facilitate new NHS partnerships. This will however be subject to financial review as this will depend on our ability to generate funds following the easing of social distancing and our ability to fundraise.
2. Develop our virtual quarterly Pamper Days to ensure they are fully hosted online.
3. Lorraine Lewis to become a paid CEO of the charity to ensure there is a charity leader. This will help us to build relationships with stakeholders and partnerships, generate new funds and opportunities to promote the work of The Lewis Foundation. Permission has been given by the Charity Commission for this.
4. Our own community hub to enable us to have a place to pack our gifts and store our items.
5. Develop additional income streams beyond just fundraising and funding.
6. Seek new high value fundraising opportunities to raise money for our charity.
7. Increase opportunities to work and engage with businesses and schools in our community to raise awareness and support for our work.
8. Build media opportunities through podcasts, talks and media publications to raise awareness and support for our charity.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by a governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The Governing Document was adopted on 16th February 2016. It has been amended on 17th July 2017 and 8th June 2019.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

CE006157 (England and Wales)

Registered Charity number

1166405

Registered office

59 Samwell Lane
Upton
Northampton
Northamptonshire
NN5 4DB

Report of the Trustees
For The Year Ended 31 March 2021

Trustees

Mrs L Lewis Trustee
Mr L Lewis Trustee
Mr K N Hall Trustee
Mr D Basu
Mrs T Blunden
Mrs F Murphy

Lorraine Lewis - Founder and Trustee

Until the Lee's mum was diagnosed with cancer, I had never experienced what it was like for someone with cancer and their family. Spending time at the hospital from 2010 - 2014 made me realise how tough it was for people. I hated seeing people sad and lonely. I needed to think of a way to make people smile even if it was only for a little while. Me signing up to Tough Mudder and raising money for those TV's for the ward made me think, if I can do this one off what can I do long term. Therefore, sitting there with Lee and coming up with the gift packs was something we needed to do to make things better for people and make people happy. The charity has changed my life and made me realise what is important. I have been grateful for the people I have got to meet, the happy memories that have been created and how people are willing to help others when they need it the most. Doing The Lewis Foundation to me doesn't feel like work. I have finally discovered what I am meant to do in life, which is to help others.

Lee Lewis - Founder and Trustee

After seeing my mum go through the journey of cancer it made realise the financial struggle for people and the amount of time people spend in hospital having treatment. My wife and I wanted to bring happiness to cancer patients and help stop boredom. After setting up the charity, it has made me stronger and positive. I realised I love to make people happy and hate seeing people sad. It even made me change my career. I used to be a chef, but I now work as a neurological health care assistant. I used to be a shy person and did not want to speak. I now have the confidence to speak to people. I can't wait to help make more people smile.

Keith Hall - Trustee

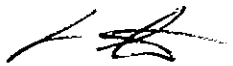
I have found being a member of "Team Lewis" rewarding and enjoyable, knowing that we make a difference to someone's day to day life going through cancer treatment. This is an amazing feeling. It has helped me personally with understanding more about the condition and the ongoing struggle to beat it. To bring a smile to somebody's face who is undergoing treatment is what we are all about.

Independent Examiner

Cottons Accountants LLP
1 Billing Road
Northampton
Northamptonshire
NN1 5AL

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

Approved by order of the board of trustees on 29.12.21..... and signed on its behalf by:



.....
Mrs L Lewis - Trustee

**Independent Examiner's Report to the Trustees of
The Lewis Foundation (Registered number: CE006157)**

Independent examiner's report to the trustees of The Lewis Foundation ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Mr D Roberts
FCA
Cottons Accountants LLP
1 Billing Road
Northampton
Northamptonshire
NN1 5AL

Date: 31-03-22

The Lewis Foundation

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
For The Year Ended 31 March 2021

	Notes	Unrestricted fund £	Restricted funds £	31/3/21 Total funds £	31/3/20 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	114,187	51,682	165,869	61,730
Other trading activities	3	2,399	-	2,399	24,407
Total		116,586	51,682	168,268	86,137
EXPENDITURE ON					
Charitable activities	4				
General		95,153	51,807	146,960	114,134
NET INCOME/(EXPENDITURE)		21,433	(125)	21,308	(27,997)
RECONCILIATION OF FUNDS					
Total funds brought forward		72,689	2,372	75,061	103,058
TOTAL FUNDS CARRIED FORWARD		94,122	2,247	96,369	75,061

The notes form part of these financial statements

Balance Sheet
31 March 2021

	Notes	Unrestricted fund £	Restricted funds £	31/3/21 Total funds £	31/3/20 Total funds £
FIXED ASSETS					
Tangible assets	11	1,437	1,599	3,036	4,008
CURRENT ASSETS					
Stocks	12	22,638	-	22,638	45,000
Debtors	13	170	-	170	-
Cash at bank and in hand		77,343	648	77,991	33,151
		<u>100,151</u>	<u>648</u>	<u>100,799</u>	<u>78,151</u>
CREDITORS					
Amounts falling due within one year	14	(7,466)	-	(7,466)	(7,098)
NET CURRENT ASSETS		<u>92,685</u>	<u>648</u>	<u>93,333</u>	<u>71,053</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>94,122</u>	<u>2,247</u>	<u>96,369</u>	<u>75,061</u>
NET ASSETS		<u>94,122</u>	<u>2,247</u>	<u>96,369</u>	<u>75,061</u>
FUNDS	16				
Unrestricted funds:					
General fund				94,122	72,689
Restricted funds:					
Lottery November 2017				613	1,163
Northants community 2017				413	729
The Will Charitable Trust				360	480
Anglian Water Grant				861	-
				<u>2,247</u>	<u>2,372</u>
TOTAL FUNDS				<u>96,369</u>	<u>75,061</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

Balance Sheet - continued

31 March 2021

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 30.1.22 and were signed on its behalf by:



.....
Mrs L Lewis - Trustee



.....
Mr L Lewis - Trustee

The Lewis Foundation

Notes to the Financial Statements For The Year Ended 31 March 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements are presented in pounds sterling and rounded to the nearest pound.

Financial reporting standard 102 - reduced disclosure exemptions

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 20% on cost
Computer equipment	- 33% on cost

Fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses. Where parts of an item of property, plant and equipment have different useful lives, they are accounted for as separate items of property, plant and equipment.

Depreciation methods, useful lives and residual values are reviewed at each balance sheet date. The selection of these residual values and estimated lives requires the exercise of judgement. The trustees are required to assess whether there is an indication of impairment to the carrying value of assets. In making that assessment, judgements are made in estimating value in use. The trustees consider that the individual carrying values of assets are supportable by their value in use.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

The Lewis Foundation

Notes to the Financial Statements - continued
For The Year Ended 31 March 2021

1. ACCOUNTING POLICIES - continued

Fund accounting

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Going concern

No material uncertainties exist in the financial statements.

2. DONATIONS AND LEGACIES

	31/3/21	31/3/20
	£	£
Donations	112,406	29,263
Gift aid	-	23,527
Grants	53,463	8,940
	<u>165,869</u>	<u>61,730</u>

Grants received, included in the above, are as follows:

	31/3/21	31/3/20
	£	£
Other grants	<u>53,463</u>	<u>8,940</u>

3. OTHER TRADING ACTIVITIES

	31/3/21	31/3/20
	£	£
Fundraising events	1,442	24,407
Shop income	957	-
	<u>2,399</u>	<u>24,407</u>

The Lewis Foundation

Notes to the Financial Statements - continued
For The Year Ended 31 March 2021

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 5) £	Support costs (see note 6) £	Totals £
General	110,337	36,623	146,960

5. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31/3/21 £	31/3/20 £
Trustees' remuneration etc	25,929	-
Storage	9,845	9,971
Insurance	623	-
Telephone & internet	3,712	2,816
Printing, postage & stationery	4,068	1,466
Opening stock	45,000	41,000
Event costs	6,346	12,236
Gift Packs	37,021	50,128
Closing stock	(22,207)	(45,000)
	<u>110,337</u>	<u>72,617</u>

6. SUPPORT COSTS

	Management £	Finance £	Governance costs £	Totals £
General	31,122	923	4,578	36,623

7. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31/3/21 £	31/3/20 £
Accountancy costs	4,098	3,086
Independent Examiners' fees	480	480
Depreciation - owned assets	2,264	2,138
Other operating leases	9,845	9,971

8. TRUSTEES' REMUNERATION AND BENEFITS

	31/3/21 £	31/3/20 £
Trustees' salaries	23,964	-
Trustees' social security	465	-
Trustees' pension contributions to money purchase schemes	1,500	-
	<u>25,929</u>	<u>-</u>

The remuneration and benefits paid to the trustees are for their role in the running of the charitable activities and not for their Trustee position.

The Lewis Foundation

Notes to the Financial Statements - continued
For The Year Ended 31 March 2021

8. TRUSTEES' REMUNERATION AND BENEFITS - continued

Trustees' expenses

All expenses reimbursed to Trustees are done in their capacity of the running of the charitable activities and not for their Trustee position.

9. STAFF COSTS

	31/3/21	31/3/20
	£	£
Wages and salaries	23,964	-
Social security costs	465	-
Other pension costs	1,500	-
	<u>25,929</u>	<u>-</u>

The average monthly number of employees during the year was as follows:

	31/3/21	31/3/20
Trustees	1	-
	<u>1</u>	<u>-</u>

No employees received emoluments in excess of £60,000.

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	52,790	8,940	61,730
Other trading activities	24,407	-	24,407
Total	<u>77,197</u>	<u>8,940</u>	<u>86,137</u>
 EXPENDITURE ON			
Charitable activities			
General	103,022	11,112	114,134
NET INCOME/(EXPENDITURE)	<u>(25,825)</u>	<u>(2,172)</u>	<u>(27,997)</u>
 RECONCILIATION OF FUNDS			
Total funds brought forward	98,515	4,543	103,058
 TOTAL FUNDS CARRIED FORWARD	<u>72,690</u>	<u>2,371</u>	<u>75,061</u>

The Lewis Foundation

Notes to the Financial Statements - continued
For The Year Ended 31 March 2021

11. TANGIBLE FIXED ASSETS

	Plant and machinery £	Computer equipment £	Totals £
COST			
At 1 April 2020	4,162	3,917	8,079
Additions	-	1,292	1,292
At 31 March 2021	4,162	5,209	9,371
DEPRECIATION			
At 1 April 2020	1,702	2,369	4,071
Charge for year	833	1,431	2,264
At 31 March 2021	2,535	3,800	6,335
NET BOOK VALUE			
At 31 March 2021	1,627	1,409	3,036
At 31 March 2020	2,460	1,548	4,008

12. STOCKS

	31/3/21 £	31/3/20 £
Stocks	22,638	45,000

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/21 £	31/3/20 £
Trade debtors	170	-

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/21 £	31/3/20 £
Trade creditors	2,263	4,183
Social security and other taxes	572	-
Other creditors	1,715	-
Accrued expenses	2,916	2,915
	7,466	7,098

The Lewis Foundation

Notes to the Financial Statements - continued
For The Year Ended 31 March 2021

15. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31/3/21 £	31/3/20 £
Within one year	1,147	7,274
Between one and five years	7,050	8,196
	<u>8,197</u>	<u>15,470</u>

16. MOVEMENT IN FUNDS

	At 1/4/20 £	Net movement in funds £	At 31/3/21 £
Unrestricted funds			
General fund	72,689	21,433	94,122
Restricted funds			
Lottery November 2017	1,163	(550)	613
Northants community 2017	729	(316)	413
The Will Charitable Trust	480	(120)	360
Anglian Water Grant	-	861	861
	<u>2,372</u>	<u>(125)</u>	<u>2,247</u>
TOTAL FUNDS	<u>75,061</u>	<u>21,308</u>	<u>96,369</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	116,586	(95,153)	21,433
Restricted funds			
Lottery November 2017	(1)	(549)	(550)
Northants community 2017	-	(316)	(316)
The Will Charitable Trust	-	(120)	(120)
Northamptonshire Community Foundation	4,500	(4,500)	-
Scott Bader	3,725	(3,725)	-
MK Community Foundation	4,198	(4,198)	-
Wixamtree Trust	2,000	(2,000)	-
NCF Grant	2,798	(2,798)	-
Sylvia Waddilove Foundation UK	1,000	(1,000)	-
Warbutons Community Grant	170	(170)	-
Anglian Water Grant	1,292	(431)	861
Community Fund	32,000	(32,000)	-
	<u>51,682</u>	<u>(51,807)</u>	<u>(125)</u>
TOTAL FUNDS	<u>168,268</u>	<u>(146,960)</u>	<u>21,308</u>

The Lewis Foundation

Notes to the Financial Statements - continued
For The Year Ended 31 March 2021

16. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/19 £	Net movement in funds £	At 31/3/20 £
Unrestricted funds			
General fund	98,515	(25,826)	72,689
Restricted funds			
Lottery November 2017	2,607	(1,444)	1,163
Northants community 2017	1,213	(484)	729
Northants community 2018	230	(230)	-
Councillor Community Fund NBC	493	(493)	-
The Will Charitable Trust	-	480	480
	<u>4,543</u>	<u>(2,171)</u>	<u>2,372</u>
TOTAL FUNDS	<u>103,058</u>	<u>(27,997)</u>	<u>75,061</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	77,197	(103,023)	(25,826)
Restricted funds			
Lottery November 2017	-	(1,444)	(1,444)
Northants community 2017	-	(484)	(484)
Northants community 2018	-	(230)	(230)
Councillor Community Fund NBC	-	(493)	(493)
The Will Charitable Trust	3,000	(2,520)	480
Bedford Borough Council	1,000	(1,000)	-
Northamptonshire Community Foundation	4,940	(4,940)	-
	<u>8,940</u>	<u>(11,111)</u>	<u>(2,171)</u>
TOTAL FUNDS	<u>86,137</u>	<u>(114,134)</u>	<u>(27,997)</u>

The Lewis Foundation

Notes to the Financial Statements - continued
For The Year Ended 31 March 2021

16. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/19 £	Net movement in funds £	At 31/3/21 £
Unrestricted funds			
General fund	98,515	(4,393)	94,122
Restricted funds			
Lottery November 2017	2,607	(1,994)	613
Northants community 2017	1,213	(800)	413
Northants community 2018	230	(230)	-
Councillor Community Fund NBC	493	(493)	-
The Will Charitable Trust	-	360	360
Anglian Water Grant	-	861	861
	<u>4,543</u>	<u>(2,296)</u>	<u>2,247</u>
TOTAL FUNDS	<u>103,058</u>	<u>(6,689)</u>	<u>96,369</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	193,783	(198,176)	(4,393)
Restricted funds			
Lottery November 2017	(1)	(1,993)	(1,994)
Northants community 2017	-	(800)	(800)
Northants community 2018	-	(230)	(230)
Councillor Community Fund NBC	-	(493)	(493)
The Will Charitable Trust	3,000	(2,640)	360
Bedford Borough Council	1,000	(1,000)	-
Northamptonshire Community Foundation	9,440	(9,440)	-
Scott Bader	3,725	(3,725)	-
MK Community Foundation	4,198	(4,198)	-
Wixantree Trust	2,000	(2,000)	-
NCF Grant	2,798	(2,798)	-
Sylvia Waddilove Foundation UK	1,000	(1,000)	-
Warbutons Community Grant	170	(170)	-
Anglian Water Grant	1,292	(431)	861
Community Fund	32,000	(32,000)	-
	<u>60,622</u>	<u>(62,918)</u>	<u>(2,296)</u>
TOTAL FUNDS	<u>254,405</u>	<u>(261,094)</u>	<u>(6,689)</u>

Income received has been transferred to the following funds and has been used in accordance within the terms and conditions of the bequests.

The Lewis Foundation

Notes to the Financial Statements - continued
For The Year Ended 31 March 2021

16. MOVEMENT IN FUNDS - continued

	Funds	Usage
Northants Community 2017	Restricted	Wellbeing events
Northants Community 2018	Restricted	Wellbeing events
Lottery November 2017	Restricted	See below (b)
Groundwork January 2018	Restricted	See below (a)
Councillor Community Fund NBC	Restricted	Gift pack costs
The Will Charitable Trust	Restricted	Gift pack costs
Bedford Borough Council	Restricted	Gift pack costs
Northamptonshire Community Foundation	Restricted	Gift pack costs
Scott Bader	Restricted	Gift pack costs
MK Community Foundation	Restricted	Hampers costs
Wixamtree Trust	Restricted	Gift pack costs
NCF Grant	Restricted	Gift pack costs
Sylvia Waddilove Foundation UK	Restricted	Gift pack costs
Warburtons Community Grant	Restricted	Gift pack costs
Anglian Water	Restricted	Printer cost
Community Fund	Restricted	Trustee salary and gift pack costs

a) Groundwork January 2018

Activities which would benefit the wellbeing of cancer payments in the community

b) Lottery November 2017

General charity expenses such as travel, storage, car lease, computer, promotional materials, training

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

The Lewis Foundation

Detailed Statement of Financial Activities
For The Year Ended 31 March 2021

	31/3/21 £	31/3/20 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	112,406	29,263
Gift aid	-	23,527
Grants	53,463	8,940
	165,869	61,730
Other trading activities		
Fundraising events	1,442	24,407
Shop income	957	-
	2,399	24,407
Total incoming resources	168,268	86,137
EXPENDITURE		
Charitable activities		
Trustees' salaries	23,964	-
Trustees' social security	465	-
Trustees' pension contributions	1,500	-
Storage	9,845	9,971
Insurance	623	-
Telephone & internet	3,712	2,816
Printing, postage & stationery	4,068	1,466
Opening stock	45,000	41,000
Event costs	6,346	12,236
Gift Packs	37,021	50,128
Closing stock	(22,207)	(45,000)
	110,337	72,617
Support costs		
Management		
Advertising	5,669	7,855
Sundries	892	774
Travel & Subsistence	596	4,913
Motor expenses	13,774	18,904
Subscriptions	655	708
IT & Computer	2,746	868
Depreciation	1,832	2,138
Virtual admin assistant	3,707	1,376
Staff training	1,251	261
	31,122	37,797
Finance		
Bank charges	923	154

This page does not form part of the statutory financial statements

The Lewis Foundation

Detailed Statement of Financial Activities
For The Year Ended 31 March 2021

	31/3/21 £	31/3/20 £
Finance		
Governance costs		
Accountancy costs	4,578	3,566
Total resources expended	146,960	114,134
Net income/(expenditure)	21,308	(27,997)

This page does not form part of the statutory financial statements