

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

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Independent examiner

Cottons Accountants LLP
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THE LEWIS FOUNDATION

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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 exciting 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> </u></u>		<u><u> </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> </u></u>		<u><u> </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).