

**4 LOUIS**

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE PERIOD ENDED 31 MARCH 2023**

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4 LOUIS

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# TRUSTEES' REPORT

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS  
TRUSTEES AND ADVISERS FOR THE PERIOD ENDED 31 MARCH 2023

## Trustees

Ms Sharon Abbott, Chair  
Ms Stephanie Capewell (appointed 5 May 2022)  
Ms Emma Joanne Lyall (appointed 3 May 2022)  
Ms Gemma Morgan  
Mrs Kirsty Knight, Secretary  
Mr Robert Alan McGurrell (resigned 3 May 2022)  
Mrs Tracey McGurrell (resigned 3 May 2022)  
Ms Victoria Usher (resigned 27 September 2022)

**Charity registered number** 1172212

**Principal office** 36B Pallion Industrial Estate  
European Way  
Sunderland  
SR4 6SN

**Secretary** Mrs Kirsty Knight

**Accountants** Ryecroft Glenton  
32 Portland Terrace  
Newcastle upon Tyne  
NE2 1QP

**Solicitors** Swinburn Maddison  
Venture House  
Aykley Heads Business Centre  
Durham  
DH1 5TS

# TRUSTEES' REPORT

## FOR THE PERIOD ENDED 31ST MARCH 2023

The Trustees present their annual report together with the financial statements of the Charity for the year 1 April 2022 to 31 March 2023. The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the charity's governing document, the Charities Act 2011 and the relevant version of the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

### OBJECTIVES AND ACTIVITIES

- **Policies and objectives**

The main activities of the charity included: To support hospitals, hospices and bereaved families. Its main core activity is to supply memory boxes to families free of charge. In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

- **Strategies for achieving objectives**

The strategies to achieving our objectives is to extend our fundraising activities. We are also looking to appoint qualified staff who can develop the charity so we can achieve our goals.

# TRUSTEES' REPORT

## FOR THE PERIOD ENDED 31ST MARCH 2023

### • Activities undertaken to achieve objectives

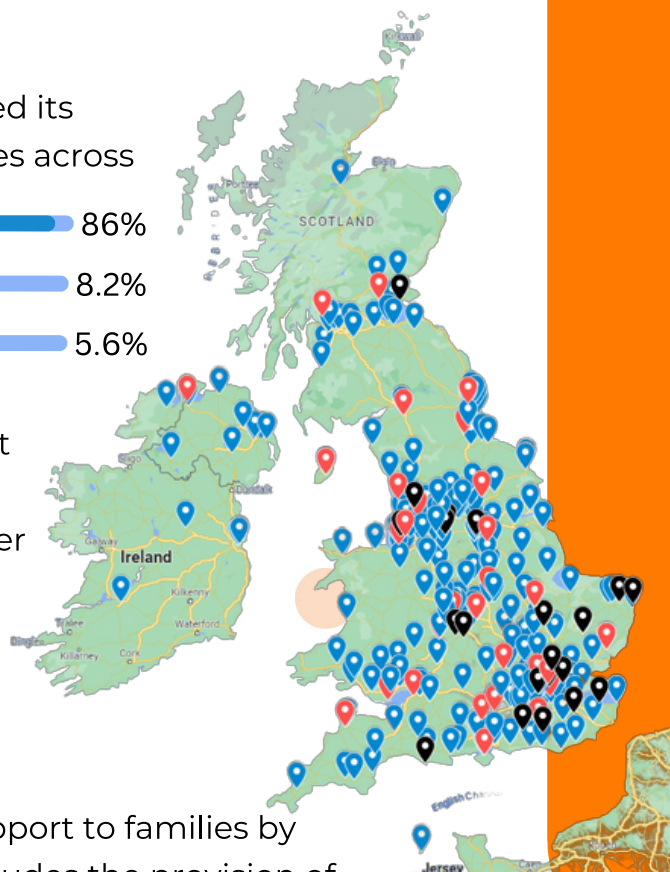
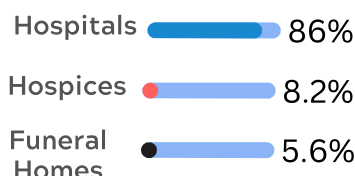
4Louis, a charity in the UK and Ireland, extends unwavering support to those touched by the profound experiences of miscarriage, stillbirth, and child loss. Our core mission revolves around enhancing the care bereaved families receive from healthcare professionals, while standing by them throughout their journey of healing.

4Louis empowers healthcare providers with the training and tools to create lasting memories through memory boxes, ensuring families have a safe and meaningful environment to spend time with their child. Our mission also extends to fostering the growth and well-being of healthcare professionals through education and support.

During this period, 4Louis successfully expanded its services to cover over 250 hospitals and hospices across the UK and Northern Ireland.

This expansive reach includes approximately 920 units in various hospitals, encompassing

Gynaecology, Delivery Suite, Neonatal unit, A&E, PICU, Adult Oncology, Adult ICU, Organ donation units, funeral homes, and even extends to support the Greater Manchester police force. Notably, we have extended our services to the armed forces in Cyprus, demonstrating our commitment to providing comfort in diverse settings.



Our charity continues to provide invaluable support to families by offering specialist medical equipment. This includes the provision of cuddle cots for babies (portable mortuaries) and cuddle blankets for older children. These resources afford parents the precious gift of more time to spend with their children during challenging times.

# TRUSTEES' REPORT

## FOR THE PERIOD ENDED 31ST MARCH 2023



Recognising the importance of dedicated bereavement suites, 4Louis have actively collaborated with NHS staff to plan, develop, and enhance the creation of suitable bereavement suites. In addition to facilitating the purchase of specialist NHS-approved furniture for these spaces, our partnership with healthcare professionals ensures that bereavement suites meet rigorous infection control policies while providing a compassionate and comforting environment for grieving families. This collaborative approach reflects our commitment to tailoring our support to the specific needs and standards of

the healthcare community, ultimately fostering a more empathetic and effective bereavement care environment. Understanding the challenges faced by trusts, 4Louis have made funding available to train nursing staff in bereavement care. Bereavement, often overlooked as a priority, receives special attention through our initiatives, including free bereavement study days for NHS staff. By prioritising training and education, we aim to enhance the quality of care provided during difficult times.



# TRUSTEES' REPORT

## FOR THE PERIOD ENDED 31ST MARCH 2023

4Louis actively engages with the community by participating in suitable events, showcasing our products and services, and fostering new connections for financial support. Additionally, our representatives frequently speak at hospitals and universities, sharing our experiences of loss and the evolution of the charity. These engagements serve to raise awareness and build partnerships that contribute to the sustainability of our mission.

We offer families a unique and therapeutic experience by inviting them to visit our workshop. This initiative allows families to actively participate in the creation of memory boxes, providing both support and a therapeutic outlet during their grieving process.

### • **Volunteers**

Over the course of the year, an estimated 5,160 in-house volunteer hours were selflessly contributed. Applying a conservative valuation of £10.90 per hour, the total estimated value of this volunteer effort exceeds an impressive £56,244. This valuation not only reflects the monetary value but also underscores the immeasurable impact of our volunteers on the lives of those we serve.

From employees of our corporate partners, generously contributing their time as part of their Corporate Social Responsibility (CSR) initiatives, to bereaved families, friends, and steadfast supporters—each volunteer brings a unique perspective and passion to our cause. The immeasurable impact of our volunteers extends far beyond the numbers. Their commitment, compassion, and tireless efforts create a ripple effect, touching the lives of those in need and fostering a sense of community that defines the essence of 4Louis. As trustees, we express our deepest gratitude to each and every volunteer who has shared their time, skills, and hearts with 4Louis.

**“It was extremely rewarding, I loved helping making difference I would even like to do this in my own personal time and not through work!”**

**Lorna – BGL**



# TRUSTEES' REPORT

## FOR THE PERIOD ENDED 31ST MARCH 2023

- **Main activities undertaken to further the Charity's purposes for the public benefit.**

The Trustees have complied with their duties to have due regard to the guidance on public benefit published by the Charities Commission in exercising their powers of duties.

### **ACHIEVEMENTS AND PERFORMANCE**

- **Key performance indicators**

This year has been marked by remarkable success in fulfilling our mission and responsibilities.

The charity has not only met but exceeded all financial responsibilities and targets, positioning us in a robust and progressive financial state. We've experienced significant growth in revenue, enabling us to expand our impact. Our dedicated team has grown, contributing to enhanced organisational capabilities. We have expanded our reach both in terms of locations served and the depth of services provided. The relationships established and maintained with service users remain a cornerstone of our work, fostering a sense of support during difficult times.

Collaborations with NHS staff have flourished, underlining the importance of effective partnerships in achieving our mission.

We express gratitude for the support of our corporate partners, whose contributions have been instrumental in our success. The impactful presence of our ambassadors has significantly raised awareness of 4Louis, drawing attention to our mission and values. Our engagement on social media platforms has surged, leading to increased awareness and support for the charity.

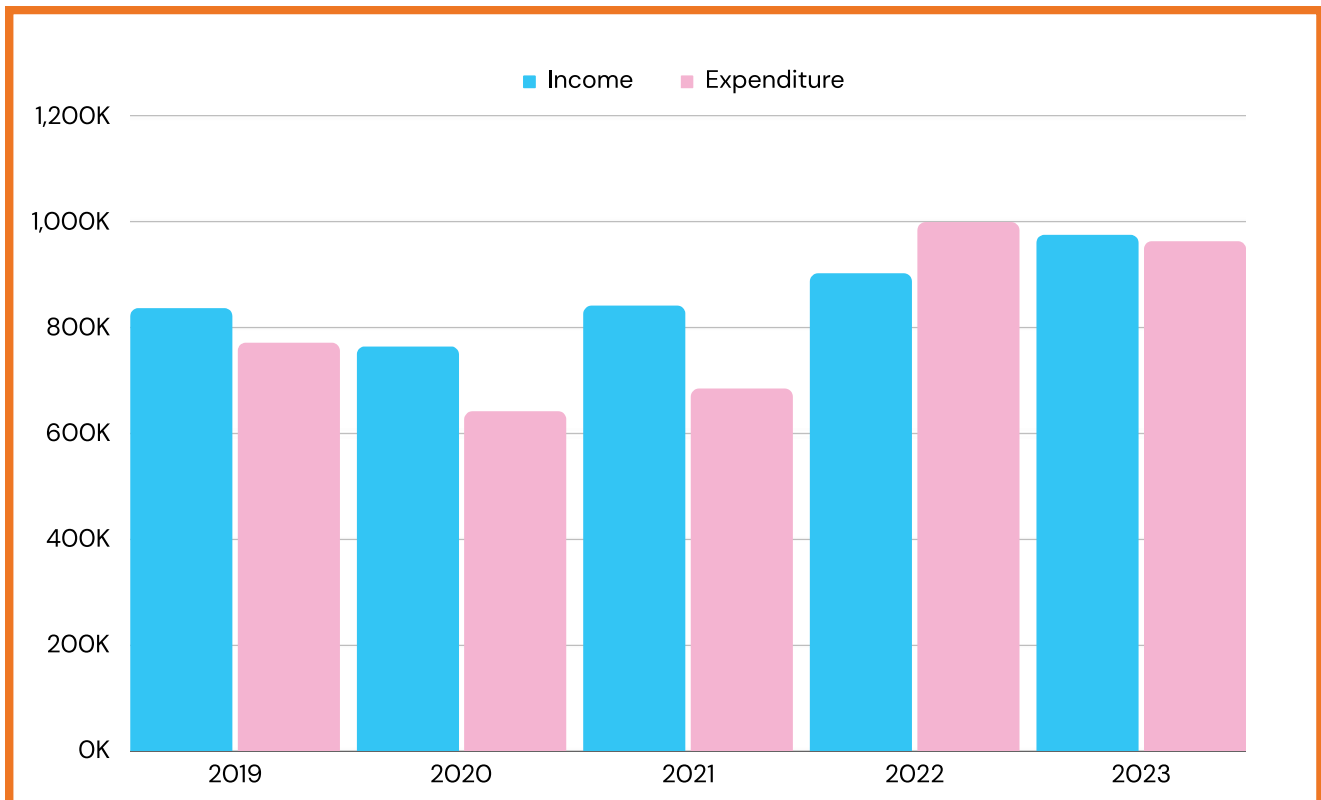
In conclusion, the past year has been a testament to the dedication and hard work of the entire 4Louis community. We extend our heartfelt appreciation to our supporters, staff, and partners who have played a crucial role in achieving these milestones. With a solid financial foundation, expanded outreach, and strengthened relationships, 4Louis is well-positioned to continue making a positive impact in the lives of those we serve.



# TRUSTEES' REPORT FOR THE PERIOD ENDED 31ST MARCH 2023

- **Review of activities**

In the year to 31 March 2023, income has been received of £976,314 and expenditure incurred of £964,170 resulting in a surplus of £12,144. Net current assets amount to £418,776 and total funds of £442,759, all of which is unrestricted.



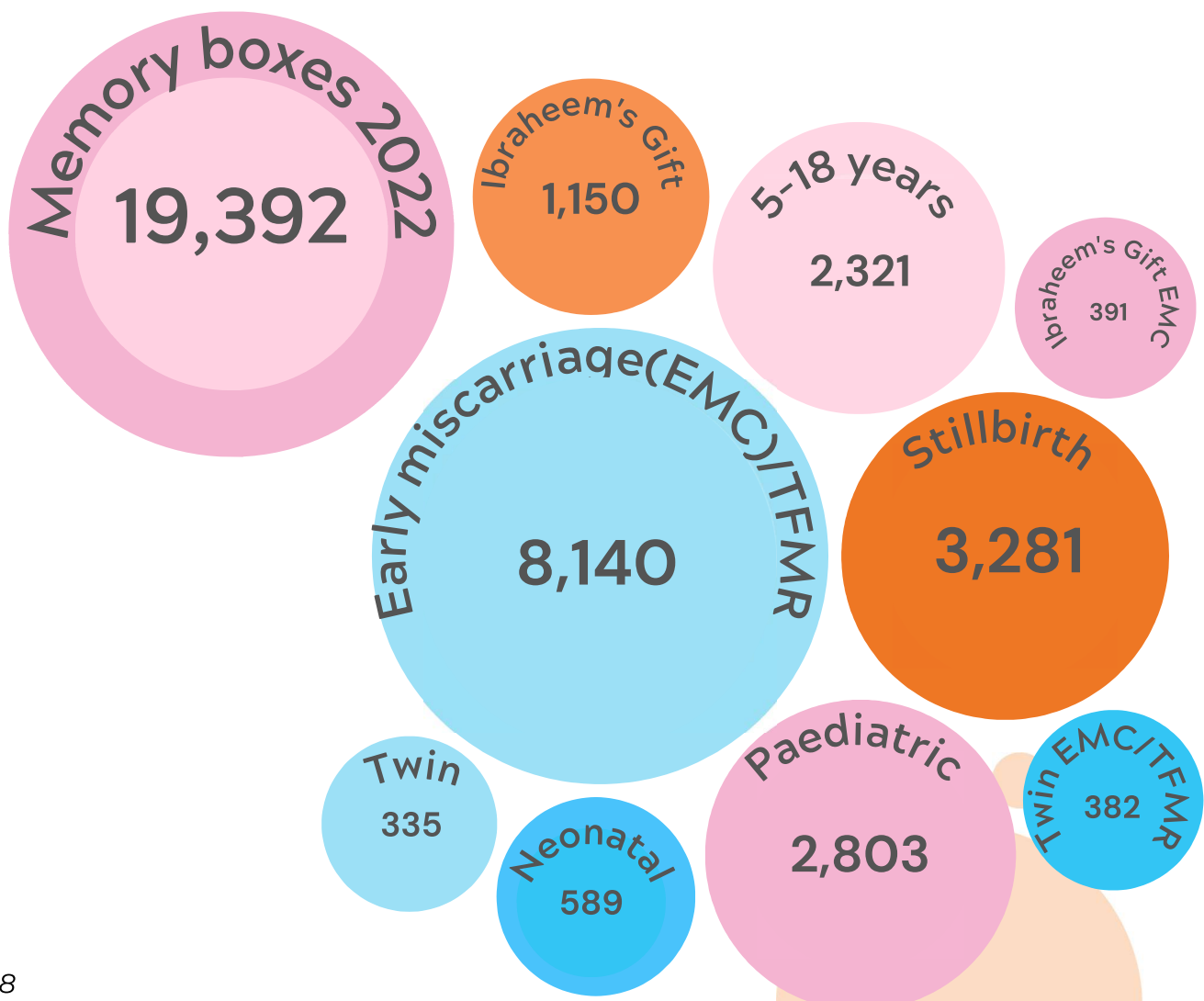
# TRUSTEES' REPORT

## FOR THE PERIOD ENDED 31ST MARCH 2023

### • Memory Boxes

Throughout the financial year, we distributed a total of 19,392 memory boxes across the United Kingdom and Ireland, these boxes play at the heart of our charity. 4Louis memory boxes are meticulously designed for the unique needs of diverse units. Each box is equipped with an array of items intended to guide and inspire bereaved families in creating meaningful mementos of their babies or children.

These memory boxes serve as invaluable tools for healthcare professionals, acting as subtle icebreakers during interactions with grieving families. By providing a tangible focal point, they offer a conversation starter, fostering a supportive environment that encourages families to actively participate in capturing these precious keepsakes. At present, 4Louis proudly offers 15 different types of Memory Boxes, further enhancing our commitment to aiding families through their difficult journeys.



# TRUSTEES' REPORT

## FOR THE PERIOD ENDED 31ST MARCH 2023

- **Bereavement Suites**

We have made significant strides in advancing our bereavement suites initiative, with a commitment to extending our support to more hospitals in the future. Here's an overview of our activities during this financial year:

**Completed Projects:**

North Devon, James Paget University Hospital, and Northumbria Special Care: These projects have successfully concluded as the hospitals independently funded the required rooms, no longer needing our support.

**Projects in Progress:**

Royal Bradford: We are actively engaged in refining costings and designs tailored to the specific needs of the hospital.

Stoke Mandeville: The proposed designs have been submitted and are currently under review with the estates department.

Royal Surrey: We eagerly awaiting the hospital's budget requirements for the envisioned modifications.

**Upcoming Initiatives:**

Cramlington: Exciting discussions are underway, and we have submitted a final design for consideration. Anticipating the completion of this project in the upcoming financial year.

North Tees: Delighted to announce the successful completion of the bereavement suite. Our efforts focused on furnishings and personalised touches. Plans for an early pregnancy room are underway, pending additional details from the hospital.

**Ongoing Collaborations:**

QE Gateshead: Engaged in discussions with the hospital, crafting multiple designs to present for approval and advance the project.

Pinderfields: Similarly, we are in discussions with Pinderfields Hospital, exploring multiple designs. The project scope has expanded to include two rooms, with estimated costs totalling approximately £100,000. We successfully secured £13,567 from InfraRed Capital following a persuasive pitch by Bob and Tracey during their visit to London, further supporting this initiative.

Durham Bereavement Suite: is progressing diligently through the intricate planning process. Given that this is a PFI hospital, adherence to numerous specific regulations is imperative, contributing to the prolonged timeline. Nevertheless, significant strides have been made in the construction and decoration phases, positioning the project for potential opening in the upcoming financial year.

# TRUSTEES' REPORT FOR THE PERIOD ENDED 31ST MARCH 2023

## • Study Days & Training

Over the course of the year, we attended and presented at 16 dedicated study days at diverse locations across the UK, where we passionately share our insights on coping with loss and highlight the valuable services we provide. Additionally, we actively participate in numerous conferences throughout the country, presenting our range of services to the NHS and providing support to grieving families. The impact of our efforts is reflected in the heartfelt feedback we receive.



"Such a powerful and moving presentation ran by such compassionate and strong people. You're changing this country for the better you should be so proud of yourselves."

Caitlin Harley, Wythenshawe

"Very informative, emotional and raw. It was very personal and passionate. A great team and a lot of love been put into it."

Holly Barr, University of Manchester





# TRUSTEES' REPORT FOR THE PERIOD ENDED 31ST MARCH 2023

## • National Bereaved Midwives' Forum

Throughout the financial year, three impactful National Bereavement Forum's were convened to empower and support healthcare professionals. This dynamic forum serves as a collaborative platform for midwives and healthcare assistants, fostering the exchange of experiences, discussions on best practices, and engagement in team-building activities.

Distinguished speakers from across the country contribute to the day, addressing the profound influence of their roles on bereaved families and exploring ways to enhance their collective experiences. The ripple effect of these discussions is felt nationwide, significantly improving the care provided to grieving families.

"As always you guys have been absolutely amazing. Thank you for supporting us bereavement midwives in everything that we do. For supporting our families and always being there to listen when we're having a tough time. We think you are absolutely wonderful and love 4louis and everything the charity does/plans to do."

Holly Haden, Russell Hall Hospital



# TRUSTEES' REPORT FOR THE PERIOD ENDED 31ST MARCH 2023

## • CuddleCot's & CuddleBlankets

Over the course of the financial year we have been able to donate 36 CuddleCot's and 3 CuddleBlanket's to hospitals across the UK in memory of little ones this year. These CuddleCot's and CuddleBlanket's provide families with the precious time and space to say goodbye to their little ones, in a way

"We'll be forever grateful for these units. It gave us the opportunity to bring our boy home to his house and his room. Thanks for all you do!"  
Dan West



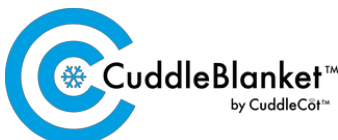
that is dignified and respectful.

For those who may not be familiar with a CuddleCot and CuddleBlanket, they are specially designed cooling units that keep a baby's body at the correct temperature, allowing parents to spend more time with their baby or child, even after they

have passed away. This extended time together is crucial for families to come to terms with their loss and start the healing process.

We are humbled and grateful to Bob McGurrell, CEO of 4Louis, who recently came to PCH and donated a CuddleBlanket. The blanket has been created for use with older children, allowing families to spend special time with their child without the need to visit a mortuary or sit in a cold room. It is designed so that the child's favourite quilt cover can be laid over them, creating a comforting setting for the family.

Lauren Frow  
Paediatric Deputy Sister



# TRUSTEES' REPORT FOR THE PERIOD ENDED 31ST MARCH 2023

- **Fundraising activities and income generation**

Events collectively showcase the diverse and creative approaches taken by 4Louis to engage supporters, raise funds, and foster a sense of community. The success of each initiative reflects the dedication of the participants and the broader community that stands alongside 4Louis in its mission.

4Louis organised its first-ever Murder Mystery Night, a unique and entertaining event that attracted 91 attendees. The night was not only a thrilling experience for participants but also a tremendous success in terms of fundraising, generating £972.



Supporters eagerly took on the challenge of the London Landmarks Half Marathon, showcasing their dedication to both physical fitness and charitable causes. While the exact number of participants is pending verification, their collective efforts raised an impressive £2,575, underscoring the effectiveness of endurance events in fundraising.



The Color Obstacle Rush marked a significant milestone as 4Louis's first involvement in this vibrant and exciting event. With 398 fundraisers participating, the event not only brought people together from across the country but also raised a remarkable £36,300. The combination of physical challenge and colourful festivities made it a memorable experience for all involved.



# TRUSTEES' REPORT

## FOR THE PERIOD ENDED 31ST MARCH 2023

The Great North Run, an annual event, attracted 184 runners motivated by the memory of someone special. Their collective efforts resulted in an outstanding fundraising total of £68,089. The event not only served as a platform for fundraising but also as a meaningful way for participants to honour and remember their loved ones.



The Virtual Silent Steps Campaign creatively engaged participants, who collectively took an impressive 265,357 steps in October. This campaign, dedicated to honouring children lost to miscarriage, stillbirth, and child death, resonated with supporters and led to a heartfelt response, generating £17,900 in donations.

Over the Christmas period, supporters were given the opportunity to sponsor memory boxes, contributing to a total of £24,720. This campaign not only provided supporters with a tangible way to make a meaningful impact but also helped ensure that families in need received essential support during a challenging time of the year.

The Christmas Advent Draw, a 24-day giveaway throughout December, attracted 669 participants who purchased tickets, resulting in a fundraising total of £3,148. This festive and engaging initiative not only raised funds but also fostered a sense of community spirit and excitement during the holiday season.

The 14 Days of Love Campaign, held in the lead-up to Valentine's Day, provided an opportunity for supporters to participate in a giveaway with 14 prizes. With 201 entries, the campaign successfully raised £771. This creative and themed initiative not only contributed to fundraising goals but also strengthened the bond between the charity and its supporters.

# TRUSTEES' REPORT

## FOR THE PERIOD ENDED 31ST MARCH 2023

### • Grants

In addition to the income generated through our fundraising events, 4Louis is pleased to report the successful acquisition of several grants from generous businesses during the past year. Arnold Clark provided substantial support with a grant of £1,000, contributing significantly to our charitable endeavours.

The Access Foundation extended a grant of £3,500 specifically to assist with the National Bereavement Midwifery Forum, covering the costs of food and conference space for the upcoming conference scheduled for September 2022.

Morrisons demonstrated their commitment by generously funding 150 memory boxes with a grant of £4,500. Great Annual Savings and Enterprise Holdings Foundation furthered our mission with grants of £3,000 and £1,500, respectively. The charity also received a grant of £158 from the Great Christmas Raffle and £300

from NCFE, emphasizing the

diverse and widespread support we continue to receive from businesses

committed to making

a positive impact in our communities. These

grants have played a crucial role in

sustaining our programs

and initiatives, allowing

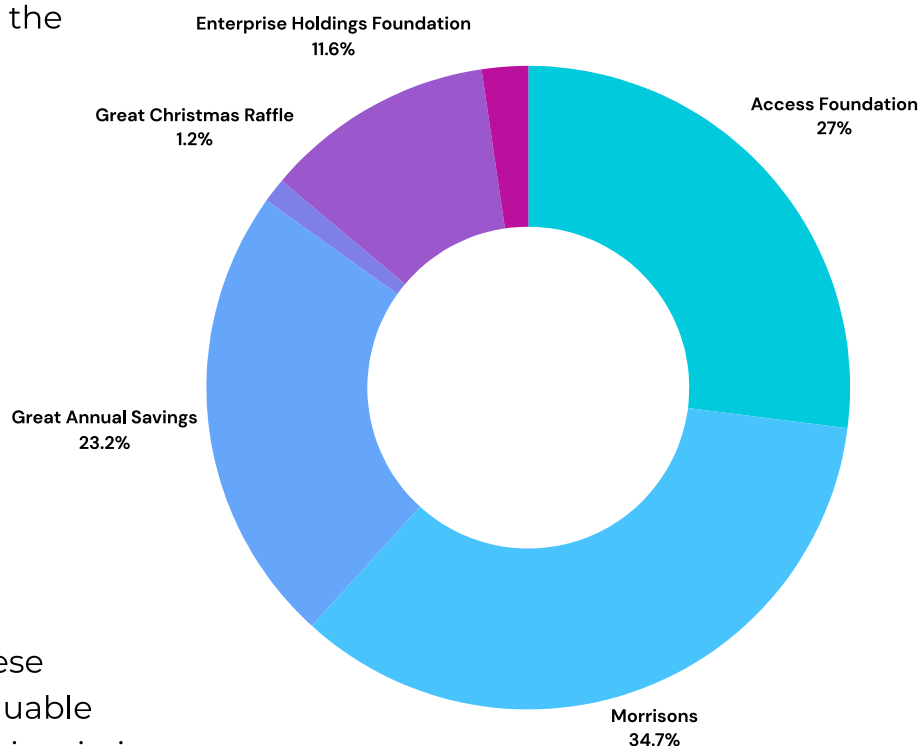
us to extend our reach and support to those in

need. We extend our

heartfelt gratitude to these

businesses for their invaluable

contributions to the 4Louis mission.



# TRUSTEES' REPORT FOR THE PERIOD ENDED 31ST MARCH 2023

- **Corporate Support**

We are absolutely thrilled to express our deepest gratitude for the incredible support we've received from our corporate partners during this financial year. A heartfelt shout-out goes to the amazing QVC Colleagues and the exceptional Kelling Group!

Our partnership with QVC Colleagues has been nothing short of phenomenal, building on the tremendous support they provided in the previous financial year. Their unwavering commitment continued, and this year they went above and beyond, raising an astounding additional £705 for 4Louis. Their dedication is truly remarkable, and we are profoundly thankful for their generosity.



Equally, our collaboration with the Kelling Group, a leading provider of specialist equipment to growing infrastructure and associated end markets, has been nothing short of extraordinary. They wholeheartedly embraced fundraising activities, including engaging quiz nights and innovative initiatives like donating through workplace vending machines.

The Kelling Group's efforts culminated in a remarkable total fundraising amount of £15,141. What's even more incredible is the added 10% contribution from the CEO, matched pound for pound, resulting in a grand total of £31,797. Their commitment to making a positive impact is truly inspiring, and we cannot thank them enough for their outstanding support.

To QVC Colleagues and the Kelling Group, your generosity has not only made a significant difference but has also fuelled our mission with enthusiasm and optimism. We extend our heartfelt appreciation for your incredible contributions, and we look forward to continued collaboration in the pursuit of our shared goals. Thank you for being true champions of our cause!

# TRUSTEES' REPORT

## FOR THE PERIOD ENDED 31ST MARCH 2023

- **Corporate Support**

We extend our heartfelt appreciation to all the companies that have consistently supported us through their CSR initiatives and fundraising activities through this financial year and look forward to continuing our relationship into the new year.



# TRUSTEES' REPORT

## FOR THE PERIOD ENDED 31ST MARCH 2023

### FINANCIAL REVIEW

- **Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

- **Reserves policy**

The Trustees consider that an ideal level of unrestricted reserves should be kept to a level of three to six months running costs. This allows for the charity to react to unforeseen circumstances, whilst providing sufficient flexibility to operate on a day to day basis. The free reserves as at 31 March 2023 stood at £442,759. The Trustees intend to use this surplus to increase the charity's activities.

- **Financial risk management objectives and policies**

We will continue to ensure we maintain our reserve amount of at least £100,000 to ensure that any financial problems faced through the pandemic will not cause us too much of a problem in the running of our work and projects.

- **Principal funding**

Funding continues to be from public donations, corporate charity of the year schemes, and charitable grants however we are investigating the inclusion of corporate funding and increasing our bid writing for grants and funding.



# TRUSTEES' REPORT FOR THE PERIOD ENDED 31ST MARCH 2023

## STRUCTURE, GOVERNANCE AND MANAGEMENT

- **Constitution**

4Louis is a Charitable Incorporated Organisation (CIO) registered in England and Wales with the Charity Commission on 22 March 2017. Its governing document is its constitution.

- **Methods of appointment or election of Trustees**

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

- **Organisational structure and decision-making policies**

The charity has currently five Trustees who meet on a quarterly basis to discuss budgeting, future events and any other business to take the charity forward.

- **Policies adopted for the induction and training of Trustees**

All Trustees are vetted prior to appointment. Appropriate training is provided for all new and existing Trustees.

- **Financial risk management**

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

# TRUSTEES' REPORT FOR THE PERIOD ENDED 31ST MARCH 2023

## PLANS FOR FUTURE PERIODS

As we look forward to the future, 4Louis is strategically planning and implementing a series of initiatives to enhance our impact, sustainability, and overall effectiveness. Our commitment to the professional development of healthcare professionals remains a top priority, with plans to progress study days to provide comprehensive training experiences. This initiative aims to ensure that professionals are well-equipped with the latest knowledge and skills to address the needs of bereaved families facing challenging circumstances. This includes a commitment to maintaining our support for hospitals with bereavement suites, ensuring that families continue to receive compassionate care during difficult times.

We are also dedicated to making our products more eco-friendly, aligning with our broader commitment to sustainability and responsible practices.

The ongoing development of our Ambassadors Programme is central to our strategy, aiming to broaden our network of advocates who are passionately dedicated to advancing our mission.

Initiatives to enhance corporate backing are currently in progress, encompassing various avenues such as Corporate Social Responsibility (CSR) initiatives, organised events, and other strategic endeavours. These efforts aim to strengthen support in various ways, contributing to the overarching objectives of corporate engagement and social responsibility.

We have been focusing on refining internal policies and procedures to streamline our operations and enhance overall efficiency. The development of our board is a strategic imperative, as we aim to cultivate a diverse and skilled leadership team capable of steering 4Louis towards its long-term goals. Fundraising efforts will persist, providing the financial support necessary to sustain and expand our charitable initiatives.

Improving our working facilities and implementing team-building days are integral to fostering a positive and collaborative work environment, ensuring that our team is well-supported and motivated.

These comprehensive plans underscore 4Louis' dedication to continual improvement, growth, and the long-term success of 4Louis. We remain committed to our mission of providing comfort and support to families in need, and we are confident that these strategic initiatives will contribute significantly to our ongoing success.



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## 4 LOUIS

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### TRUSTEES' REPORT (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2023

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#### Statement of Trustees' responsibilities

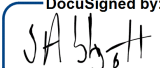
The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

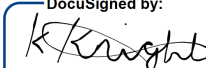
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on 19 December 2023 and signed on their behalf by:

DocuSigned by:  
  
CCDC7F3579B9483...

**Ms Sharon Abbott**  
Chair of the Trustees

DocuSigned by:  
  
A4EFEA620AA14E1...

**Mrs Kirsty Knight**  
Trustee

## 4 LOUIS

### INDEPENDENT EXAMINER'S REPORT FOR THE PERIOD ENDED 31 MARCH 2023

#### Independent Examiner's Report to the Trustees of 4 Louis ('the Charity')

We report to the charity Trustees on our examination of the accounts of the Charity for the year ended 31 March 2023.

#### Responsibilities and Basis of Report

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

We report in respect of our examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out our examination we have followed 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. We confirm that we are qualified to undertake the examination because we are a member of ICAEW, which is one of the listed bodies.

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

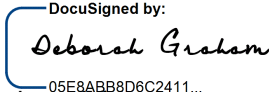
We understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

We have completed our examination. We confirm that no matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

We 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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our work has been undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for our work or for this report.

Signed:   
Deborah Graham FCA

Dated: 19 December 2023

Ryecroft Glenton  
32 Portland Terrace  
Newcastle upon Tyne  
NE2 1QP

## 4 LOUIS

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE PERIOD ENDED 31 MARCH 2023**

	<b>Note</b>	<b>Unrestricted funds 2023 £</b>	<b>Total funds 2023 £</b>	<i>Total funds 2022 £</i>
<b>Income from:</b>				
Donations and legacies	3	<b>975,489</b>	<b>975,489</b>	930,262
Investments	4	<b>825</b>	<b>825</b>	48
<b>Total income</b>		<b>976,314</b>	<b>976,314</b>	930,310
<b>Expenditure on:</b>				
Raising funds	5	<b>77,964</b>	<b>77,964</b>	66,766
Charitable activities	6	<b>886,206</b>	<b>886,206</b>	991,433
<b>Total expenditure</b>		<b>964,170</b>	<b>964,170</b>	1,058,199
<b>Net movement in funds</b>		<b>12,144</b>	<b>12,144</b>	(127,889)
<b>Reconciliation of funds:</b>				
Total funds brought forward		<b>430,615</b>	<b>430,615</b>	558,504
Net movement in funds		<b>12,144</b>	<b>12,144</b>	(127,889)
<b>Total funds carried forward</b>		<b>442,759</b>	<b>442,759</b>	430,615

The Statement of Financial Activities includes all gains and losses recognised in the year.

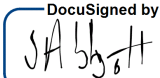
The notes on pages 26 to 39 form part of these financial statements.

## 4 LOUIS

BALANCE SHEET  
AS AT 31 MARCH 2023

	Note	2023 £	2022 £
<b>Fixed assets</b>			
Tangible assets	11	23,983	27,625
		<u>23,983</u>	<u>27,625</u>
<b>Current assets</b>			
Debtors	12	64,876	49,731
Cash at bank and in hand		365,767	416,837
		<u>430,643</u>	<u>466,568</u>
Creditors: amounts falling due within one year	13	(11,867)	(63,578)
<b>Net current assets</b>		<u>418,776</u>	<u>402,990</u>
<b>Total assets less current liabilities</b>		<u>442,759</u>	<u>430,615</u>
<b>Total net assets</b>		<u>442,759</u>	<u>430,615</u>
<b>Charity funds</b>			
Restricted funds	14	-	-
Unrestricted funds	14	442,759	430,615
<b>Total funds</b>		<u>442,759</u>	<u>430,615</u>

The financial statements were approved and authorised for issue by the Trustees on 19 December 2023 and signed on their behalf by:

DocuSigned by:  
  
 CCDC7F3579B9483...  
**Ms Sharon Abbott**  
 Chair of the Trustees

DocuSigned by:  
  
 A4EFEA620AA14E1...  
**Mrs Kirsty Knight**  
 Trustee

The notes on pages 26 to 39 form part of these financial statements.

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## 4 LOUIS

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### STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 31 MARCH 2023

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	2023 £	2022 £
<b>Cash flows from operating activities</b>		
Net cash used in operating activities	(49,900)	(115,840)
<b>Cash flows from investing activities</b>		
Dividends, interests and rents from investments	825	48
Purchase of tangible fixed assets	(1,995)	(310)
<b>Net cash used in investing activities</b>	(1,170)	(262)
<b>Cash flows from financing activities</b>		
<b>Net cash provided by financing activities</b>	-	-
<b>Change in cash and cash equivalents in the year</b>	(51,070)	(116,102)
Cash and cash equivalents at the beginning of the year	416,837	532,939
<b>Cash and cash equivalents at the end of the year</b>	<u>365,767</u>	<u>416,837</u>

The notes on pages 26 to 39 form part of these financial statements

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## 4 LOUIS

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2023

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#### 1. General information

The Charitable Incorporated Organisation (CIO) was incorporated on 22 March 2017 and on 1 April 2017 the activities, assets and liabilities were transferred from 4Louis, a Charitable Trust (registration number : 1137843) to the Charitable Incorporated Organisation (Registration number : 1172212).

#### 2. Accounting policies

##### 2.1 Basis of preparation of financial statements

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

4 Louis meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

##### 2.2 Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

##### 2.3 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

##### 2.4 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 on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

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## 4 LOUIS

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2023

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#### 2. Accounting policies (continued)

##### 2.4 Expenditure (continued)

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

##### 2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of Financial Activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of Financial Activities as the related expenditure is incurred.

##### 2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

##### 2.7 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

At each reporting date the Charity assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, on a reducing balance basis.

Depreciation is provided on the following bases:

Plant and machinery	- 20% reducing balance
Motor vehicles	- 20% reducing balance
Fixtures and fittings	- 20% reducing balance
Computer equipment	- 20% reducing balance

##### 2.8 Debtors

Other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid.

##### 2.9 Cash at bank and in hand

Cash at bank and in hand includes cash and monies held on deposit.



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## 4 LOUIS

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2023

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## 2. Accounting policies (continued)

### 2.10 Liabilities

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

### 2.11 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

### 2.12 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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## 4 LOUIS

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2023

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#### 3. Income from donations, fundraising and grants

	<b>Unrestricted funds 2023 £</b>	<b>Total funds 2023 £</b>
Donations and fundraising income	975,489	<b>975,489</b>
	<hr/>	<hr/>
	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Donations and fundraising income	878,450	878,450
Grants	19,850	19,850
Government grants	31,962	31,962
	<hr/>	<hr/>
	<b>930,262</b>	<b>930,262</b>
	<hr/>	<hr/>

#### 4. Investment income

	<b>Unrestricted funds 2023 £</b>	<b>Total funds 2023 £</b>
Bank interest received	825	<b>825</b>
	<hr/>	<hr/>
	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Bank interest received	48	48
	<hr/>	<hr/>

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## 4 LOUIS

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2023

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#### 5. Expenditure on raising funds

##### Costs of raising voluntary income

	<b>Unrestricted funds 2023 £</b>	<b>Total funds 2023 £</b>
Fundraising costs	74,300	<b>74,300</b>
Just Giving fees	374	<b>374</b>
Paypal fees	1,449	<b>1,449</b>
iZettle fees	20	<b>20</b>
Stripe fees	1,821	<b>1,821</b>
	<hr/> 77,964 <hr/>	<hr/> <b>77,964</b> <hr/>
	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Fundraising costs	63,755	63,755
Just Giving fees	562	562
Paypal fees	1,133	1,133
iZettle fees	39	39
Stripe fees	1,277	1,277
	<hr/> 66,766 <hr/>	<hr/> 66,766 <hr/>

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## 4 LOUIS

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2023

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#### 6. Analysis of expenditure on charitable activities

##### Summary by fund type

	<b>Unrestricted funds 2023 £</b>	<b>Total 2023 £</b>
Charitable activities	886,206	<b>886,206</b>

	<i>Unrestricted funds 2022 £</i>	<i>Restricted funds 2022 £</i>	<i>Total 2022 £</i>
Charitable activities	967,768	23,665	991,433

#### 7. Analysis of expenditure by activities

	<b>Activities undertaken directly 2023 £</b>	<b>Support costs 2023 £</b>	<b>Total funds 2023 £</b>
Memory box and bereavement suite expenses	600,588	285,618	<b>886,206</b>

	<i>Activities undertaken directly 2022 £</i>	<i>Support costs 2022 £</i>	<i>Total funds 2022 £</i>
Memory box and bereavement suite expenses	761,708	229,725	991,433

## 4 LOUIS

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NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 MARCH 2023

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## 7. Analysis of expenditure by activities (continued)

## Analysis of direct costs

	<b>Total funds 2023 £</b>	<i>Total funds 2022 £</i>
Memory box expenses	<b>472,454</b>	585,659
Bereavement suite expenses	<b>128,134</b>	176,049
	<b>600,588</b>	761,708

## Analysis of support costs

	<b>Activities 2023 £</b>	<b>Total funds 2023 £</b>
Staff costs	184,815	<b>184,815</b>
Depreciation	5,638	<b>5,638</b>
Independent examiner's fee	4,234	<b>4,234</b>
Motor expenses	3,329	<b>3,329</b>
Telephone	1,616	<b>1,616</b>
Repairs and maintenance	2,337	<b>2,337</b>
Postage, printing and stationery	1,998	<b>1,998</b>
Accountancy fees	5,726	<b>5,726</b>
Legal and professional fees	215	<b>215</b>
Property rent and rates	26,740	<b>26,740</b>
Sundry expenses	2,353	<b>2,353</b>
Subscriptions	2,335	<b>2,335</b>
Heat and light	2,433	<b>2,433</b>
Insurance	1,436	<b>1,436</b>
Travel expenses	7,594	<b>7,594</b>
Bank charges	445	<b>445</b>
Training	32,374	<b>32,374</b>
	<b>285,618</b>	<b>285,618</b>

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## 4 LOUIS

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2023

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#### 7. Analysis of expenditure by activities (continued)

##### Analysis of support costs (continued)

	<i>Activities</i> 2022 £	<i>Total</i> <i>funds</i> 2022 £
Staff costs	153,480	153,480
Depreciation	6,906	6,906
Independent examiner's fee	4,234	4,234
Motor expenses	1,345	1,345
Telephone	1,691	1,691
Repairs and maintenance	1,761	1,761
Postage, printing and stationery	400	400
Accountancy fees	7,014	7,014
Legal and professional fees	120	120
Property rent and rates	17,926	17,926
Sundry expenses	2,169	2,169
Subscriptions	1,179	1,179
Heat and light	2,396	2,396
Insurance	2,491	2,491
Travel expenses	6,003	6,003
Bank charges	326	326
Training	20,284	20,284
	<u>229,725</u>	<u>229,725</u>

#### 8. Independent examiner's remuneration

	2023 £	2022 £
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	4,234	4,234
Fees payable to the Charity's independent examiner in respect of:		
Accountancy and bookkeeping services	<u>4,676</u>	<u>7,014</u>

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## 4 LOUIS

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2023

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#### 9. Staff costs

	2023 £	2022 £
Wages and salaries	177,373	146,934
Social security costs	7,442	6,546
	<u>184,815</u>	<u>153,480</u>

The average number of persons employed by the Charity during the year was as follows:

	2023 No.	2022 No.
Charitable activities	<u>6</u>	<u>6</u>

No employee received remuneration amounting to more than £60,000 in either year.

#### 10. Trustees' remuneration and expenses

		2023 £	2022 £
Miss Kirsty Knight	Remuneration	32,721	26,965
	Pension contributions paid	705	622
Mrs Tracey McGurrell	Remuneration	2,640	26,965
	Pension contributions paid	56	622
Ms Victoria Usher	Remuneration	9,972	17,375
	Pension contributions paid	184	334
Mr Robert Alan McGurrell	Remuneration	3,338	35,004
	Pension contributions paid	364	4,373

During the year ended 31 March 2023, no Trustee expenses have been incurred (2022 - £NIL).



## 4 LOUIS

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NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 MARCH 2023

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## 11. Tangible fixed assets

	Plant and machinery £	Motor vehicles £	Fixtures and fittings £	Computer equipment £	Total £
<b>Cost or valuation</b>					
At 1 April 2022	1,125	19,293	17,643	9,239	47,300
Additions	-	-	-	1,996	1,996
At 31 March 2023	1,125	19,293	17,643	11,235	49,296
<b>Depreciation</b>					
At 1 April 2022	596	4,116	8,685	6,278	19,675
Charge for the year	106	3,035	1,804	693	5,638
At 31 March 2023	702	7,151	10,489	6,971	25,313
<b>Net book value</b>					
At 31 March 2023	423	12,142	7,154	4,264	23,983
At 31 March 2022	529	15,177	8,958	2,961	27,625

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## 4 LOUIS

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2023

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#### 12. Debtors

	2023 £	2022 £
<b>Due within one year</b>		
Other debtors	3,435	2,100
Prepayments and accrued income	61,441	47,631
	<u>64,876</u>	<u>49,731</u>

#### 13. Creditors: Amounts falling due within one year

	2023 £	2022 £
Trade creditors	3,444	56,286
Other creditors	1,497	1,200
Accruals and deferred income	6,926	6,092
	<u>11,867</u>	<u>63,578</u>

## 4 LOUIS

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NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 MARCH 2023

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## 14. Statement of funds

## Statement of funds - current year

	Balance at 1 April 2022 £	Income £	Expenditure £	Balance at 31 March 2023 £
<b>Unrestricted funds</b>				
General Funds	430,615	976,314	(964,170)	442,759

## Statement of funds - prior year

	Balance at 1 April 2021 £	Income £	Expenditure £	Balance at 31 March 2022 £
<b>Unrestricted funds</b>				
General Funds	534,839	930,310	(1,034,534)	430,615
<b>Restricted funds</b>				
Durham Bereavement Suite	23,665	-	(23,665)	-
<b>Total of funds</b>	558,504	930,310	(1,058,199)	430,615

## 15. Analysis of net assets between funds

## Analysis of net assets between funds - current year

	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	23,983	23,983
Current assets	430,643	430,643
Creditors due within one year	(11,867)	(11,867)
<b>Total</b>	442,759	442,759

## 4 LOUIS

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NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31 MARCH 2023

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## 15. Analysis of net assets between funds (continued)

## Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Tangible fixed assets	27,625	27,625
Current assets	466,568	466,568
Creditors due within one year	(63,578)	(63,578)
<b>Total</b>	<b>430,615</b>	<b>430,615</b>

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

	<b>2023 £</b>	<b>2022 £</b>
Net income/expenditure for the year (as per Statement of Financial Activities)	<b>12,144</b>	<b>(127,889)</b>
<b>Adjustments for:</b>		
Depreciation charges	<b>5,638</b>	<b>6,906</b>
Dividends, interests and rents from investments	<b>(825)</b>	<b>(48)</b>
Increase in debtors	<b>(15,145)</b>	<b>(6,344)</b>
Increase/(decrease) in creditors	<b>(51,711)</b>	<b>11,535</b>
<b>Net cash used in operating activities</b>	<b>(49,899)</b>	<b>(115,840)</b>

## 17. Analysis of cash and cash equivalents

	<b>2023 £</b>	<b>2022 £</b>
Cash in hand	<b>365,767</b>	<b>416,837</b>
<b>Total cash and cash equivalents</b>	<b>365,767</b>	<b>416,837</b>

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## 4 LOUIS

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2023

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#### 18. Analysis of changes in net debt

	At 1 April 2022	Cash flows	Other non- cash changes	At 31 March 2023
	£	£	£	£
Cash at bank and in hand	416,837	(51,070)	-	365,767
Debt due within 1 year	(297)	-	297	-
	<u>416,540</u>	<u>(51,070)</u>	<u>297</u>	<u>365,767</u>

#### 19. Related party transactions

During the year the charity employed four of its trustees as explained in note 10.

At at 31 March 2022 £2,100 owed to the charity from Ms Victoria Usher, a trustee until 27 September 2022. During the year this was repaid in full.