

Charity registration number 1055952

Company registration number 3206850 (England and Wales)

**THE C.S. LEWIS FOUNDATION (UK)**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

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# THE C.S. LEWIS FOUNDATION (UK)

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Dr J S Mattson K C Gilnett Mr T Mattson Mr S Elmore
<b>Secretary</b>	K C Gilnett
<b>Charity number</b>	1055952
<b>Company number</b>	3206850
<b>Registered office</b>	The Kilns Lewis Close Headington Oxfordshire OX3 8JD
<b>Independent examiner</b>	Critchleys Audit LLP Beaver House 23-38 Hythe Bridge Street Oxford Oxfordshire OX1 2EP
<b>Bankers</b>	Barclays (Oxford)
<b>Solicitors</b>	Penningtons Manches LLP 9400 Garsington Road Oxford Business Park Oxford OX4 2HN

# THE C.S. LEWIS FOUNDATION (UK)

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# THE C.S. LEWIS FOUNDATION (UK)

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

### FOR THE YEAR ENDED 31 DECEMBER 2021

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The trustees present their annual report and financial statements for the year ended 31 December 2021.

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 principal activity of the Foundation is the advancement of the renewal of Christian thought and creative expression throughout the world of learning and the culture at large. The Foundation has a particular interest in the promotion of the study of and research into the life of C. S. Lewis, and the publication and dissemination of the useful results of such study and research, and the advancement of the Christian faith.

The trustees confirm that they have complied with the duty in the Charities Act 2011 to have due regard to the Charity Commission's general guidance on Public Benefit. They are satisfied that the charity's activities are available to all members of the public and that all its activities are demonstrably for the benefit of those members of the public who seek to avail themselves of its services.

#### **Achievements and performance**

The activities of The C. S. Lewis Foundation (UK), (the Foundation) for the year ended 31 December 2021 primarily consisted of these activities: 1) providing a residence at "The Kilns" for visiting scholars studying in Oxford; 2) maintaining the historic nature and condition of the home; 3) offering tours to visitors from around the world (closed and/or limited for part of the year due to the Covid-19 pandemic); 4) offering virtual tours of the home through zoom; 5) fundraising for the operations and maintenance; and 6) maintaining relationships with the community, including the neighborhood, parish, city, and universities. Operations this year were impacted by the ongoing Covid-19 pandemic, in terms of closing the home to short term visiting scholars from abroad and tourists from abroad. We did launch a successful fundraising campaign in 2020 and 2021 to help mitigate the loss of tour/short term scholar income, but were overall negatively impacted by the covid-19 related closures. Our long term scholar program was successful, however, as usual, with all rooms filled in the home throughout the year with scholars studying in Oxford.

#### **Financial review**

All income and expenditure was directly related to fulfilling the Foundation's purposes. Barclays Bank provided an approved overdraft of £25,000 to the Foundation (CSLF UK) which was utilised to pay bills incurred by the C. S. Lewis Foundation (USA) for the Oxbridge programme. The C. S. Lewis Foundation (USA) is responsible for paying off this approved overdraft. Furthermore, the C. S. Lewis Foundation (USA) regularly provides grants to the Foundation in support of the Foundation's (CSLF UK's) operating expenses, including the fees for legal & professional advice incurred during the period.

The Trustees have considered the sustainability of the charity and believe that a minimum reserve of £10,000 should be retained. The company is not yet in a position to achieve this objective.

# THE C.S. LEWIS FOUNDATION (UK)

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

FOR THE YEAR ENDED 31 DECEMBER 2021

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### Structure, governance and management

The C. S. Lewis Foundation (UK) is a company limited by guarantee and registered as a charity under the Charities Act. The charitable company is governed by its Memorandum and Articles of Association. The C. S. Lewis Foundation (UK) was incorporated as a company on 3 June 1996 (registered company number 3206850) and registered by the Charity Commission on 7 June 1996 (charity number 1055952).

The charity is managed by the Trustees who meet as and when required but at least once a year. The Trustees do not receive remuneration or expenses.

New trustees are appointed either to fill a casual vacancy or by way of addition to the Board. Particular emphasis is placed upon the appointment of trustees with knowledge and experience relevant to the charity's activities. When new trustees are appointed they are given an introduction to the work of the charity and provided with the information they need to fulfil their roles, which includes information about the role of the trustees and their responsibilities under the Charities and Companies Acts.

The trustees/directors set out below held office during the whole of the year except where otherwise stated. The company has no share capital and the directors have no interests in it.

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:

Dr J S Mattson  
K C Gilnett  
Mr T Mattson  
Mr S Elmore

The Trustees have identified and considered the major risks to which the charity is exposed and have established systems and procedures to manage those risks. The principal risk associated with the charity's operation remains the availability of operational grants.

### Further details

Further details of the C. S. Lewis Foundation (both USA and UK) can be found by contacting the charity's registered office or by visiting the web site [www.cslewis.org](http://www.cslewis.org).

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



Mr S Elmore

Trustee

Dated: 6 May 2022

**INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF THE C.S. LEWIS FOUNDATION (UK)**

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I report to the trustees on my examination of the financial statements of The C.S. Lewis Foundation (UK) (the charity) for the year ended 31 December 2021.

**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**

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.

Robert Kirtland FCA  
**Critchleys Audit LLP**

Beaver House  
23-38 Hythe Bridge Street  
Oxford  
Oxfordshire  
OX1 2EP

Dated: .....

# THE C.S. LEWIS FOUNDATION (UK)

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2021

Current financial year

	Notes	Unrestricted funds 2021 £	Endowment funds 2021 £	Total 2021 £	Total 2020 £
<b><u>Income from:</u></b>					
Donations and legacies		11,598	-	11,598	12,819
Charitable activities		15,775	-	15,775	17,910
<b>Total income</b>		<b>27,373</b>	<b>-</b>	<b>27,373</b>	<b>30,729</b>
<b><u>Expenditure on:</u></b>					
Raising funds	2	-	10,500	10,500	10,500
Charitable activities	3	29,403	-	29,403	29,821
<b>Total expenditure</b>		<b>29,403</b>	<b>10,500</b>	<b>39,903</b>	<b>40,321</b>
<b>Net movement in funds</b>		<b>(2,030)</b>	<b>(10,500)</b>	<b>(12,530)</b>	<b>(9,592)</b>
Fund balances at 1 January 2021		(1,000)	559,500	558,500	568,092
<b>Fund balances at 31 December 2021</b>		<b>(3,030)</b>	<b>549,000</b>	<b>545,970</b>	<b>558,500</b>

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

All income and expenditure derive from continuing activities.

The notes on pages 7 to 12 form part of these financial statements.

# THE C.S. LEWIS FOUNDATION (UK)

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2021

Prior financial year

		Unrestricted funds	Endowment funds	Total
		2020	2020	2020
	Notes	£	£	£
<b><u>Income from:</u></b>				
Donations and legacies		12,819	-	12,819
Charitable activities		17,910	-	17,910
<b>Total income</b>		<b>30,729</b>	<b>-</b>	<b>30,729</b>
<b><u>Expenditure on:</u></b>				
Raising funds	2	-	10,500	10,500
Charitable activities	3	29,821	-	29,821
<b>Total expenditure</b>		<b>29,821</b>	<b>10,500</b>	<b>40,321</b>
<b>Net movement in funds</b>		<b>908</b>	<b>(10,500)</b>	<b>(9,592)</b>
Fund balances at 1 January 2020		(1,908)	570,000	568,092
<b>Fund balances at 31 December 2020</b>		<b>(1,000)</b>	<b>559,500</b>	<b>558,500</b>

# THE C.S. LEWIS FOUNDATION (UK)

## BALANCE SHEET

AS AT 31 DECEMBER 2021

	Notes	2021		2020	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	6		549,489		560,152
<b>Current assets</b>					
Debtors	7	22,000		22,000	
Cash at bank and in hand		405		560	
		<u>22,405</u>		<u>22,560</u>	
<b>Creditors: amounts falling due within one year</b>	8	<u>(25,924)</u>		<u>(24,212)</u>	
Net current liabilities			(3,519)		(1,652)
<b>Total assets less current liabilities</b>			<u>545,970</u>		<u>558,500</u>
<b>Capital funds</b>					
Endowment funds - general	9		549,000		559,500
<b>Income funds</b>					
Unrestricted funds			(3,030)		(1,000)
			<u>545,970</u>		<u>558,500</u>

The notes on pages 7 to 12 form part of these financial statements.

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 December 2021.

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

6 May 2022



Mr S Elmore  
Trustee

# THE C.S. LEWIS FOUNDATION (UK)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

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### 1 Accounting policies

#### Charity information

The C.S. Lewis Foundation (UK) is a private company limited by guarantee incorporated in England and Wales. The registered office is The Kilns, Lewis Close, Headington, Oxfordshire, OX3 8JD.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

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

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

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

#### 1.2 Going concern

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

#### 1.3 Charitable funds

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

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

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

#### 1.4 Income

Donations and grants that do not impose future performance-related or other specific conditions are recognised on the date on which the charity has entitlement of the resource, the amount can be reliably measured and the economic benefit to the Charity of the donation or grant is probable. Donations and grants subject to performance-related conditions are recognised as and when those conditions are met.

Legacies are recognised following grant of probate and once the charity has received sufficient information from the executor(s) of the deceased's estate to be satisfied that the gift can be reliably measured and that the economic benefit to the charity is probable.

Donations, grants, and legacies accruing for the general purposes of the charity are credited to unrestricted funds. Donations, grants, and legacies which are subject to conditions as to their use imposed by the donor are credited to restricted funds.

# THE C.S. LEWIS FOUNDATION (UK)

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is accounted for on an accruals basis and gross of any related income. Costs that specifically relate to costs of generating funds and governance costs are charged to those expense categories. All other costs form part of the costs of the charitable activity. Governance costs include those costs, such as statutory audit and legal and professional fees, associated with constitutional and statutory requirements.

#### 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:

Freehold land and buildings	50 years on a straight line basis
Fixtures and fittings	25% reducing balance
Office equipment	25% reducing balance
Motor vehicles	25% reducing balance
Office equipment	Enter depreciation rate via StatDB - cd199

#### 1.7 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.

### 2 Raising funds

	Endowment funds general 2021 £	Endowment funds general 2020 £
<u>Fundraising and publicity</u>		
Depreciation and impairment	10,500	10,500
	<u>10,500</u>	<u>10,500</u>

# THE C.S. LEWIS FOUNDATION (UK)

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 3 Charitable activities

	Charitable Expenditure 2021 £	Charitable Expenditure 2020 £
Tour guide	435	819
Merchandise	-	390
	<u>435</u>	<u>1,209</u>
Share of support costs (see note 4)	27,138	26,862
Share of governance costs (see note 4)	1,830	1,750
	<u>29,403</u>	<u>29,821</u>

### 4 Support costs

	Support costs £	Governance costs £	2021 £	Support costs £	Governance costs £	2020 £
Depreciation	163	-	163	217	-	217
Gardener	3,876	-	3,876	3,047	-	3,047
Rates	3,194	-	3,194	3,093	-	3,093
Insurance	3,728	-	3,728	4,400	-	4,400
Utilities	9,359	-	9,359	9,931	-	9,931
Other support costs	1,361	-	1,361	2,427	-	2,427
Hired services	1,880	-	1,880	1,568	-	1,568
Repairs and maintenance	1,999	-	1,999	1,001	-	1,001
Interest	1,578	-	1,578	1,178	-	1,178
Independent Examination Fees'	-	1,830	1,830	-	1,750	1,750
	<u>27,138</u>	<u>1,830</u>	<u>28,968</u>	<u>26,862</u>	<u>1,750</u>	<u>28,612</u>
Analysed between Charitable activities	<u>27,138</u>	<u>1,830</u>	<u>28,968</u>	<u>26,862</u>	<u>1,750</u>	<u>28,612</u>

### 5 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

# THE C.S. LEWIS FOUNDATION (UK)

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 6 Tangible fixed assets

	Freehold land and buildings £	Fixtures and fittings £	Motor vehicles £	Office equipment £	Total £
<b>Cost</b>					
At 1 January 2021	675,000	4,587	3,300	3,152	686,039
At 31 December 2021	675,000	4,587	3,300	3,152	686,039
<b>Depreciation and impairment</b>					
At 1 January 2021	115,500	4,243	3,052	3,092	125,887
Depreciation charged in the year	10,500	86	62	15	10,663
At 31 December 2021	126,000	4,329	3,114	3,107	136,550
<b>Carrying amount</b>					
At 31 December 2021	549,000	258	186	45	549,489
At 31 December 2020	559,500	344	248	-	560,152

Land and buildings includes land valued at £150,000 which is not depreciated.

### 7 Debtors

	2021 £	2020 £
<b>Amounts falling due within one year:</b>		
Owed by C. S. Lewis Foundation (USA)	22,000	22,000

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

	2021 £	2020 £
Bank overdrafts	24,094	22,472
Accruals	1,830	1,740
	25,924	24,212

**THE C.S. LEWIS FOUNDATION (UK)**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

**9 Endowment funds**

Endowment funds represent assets which must be held permanently by the charity. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the assets form part of the fund.

	Balance at 1 January 2020	Movement in funds				Movement in funds				Balance at 31 December 2021
		Incoming resources	Resources expended	Transfers	Revaluations gains and losses	Incoming resources	Resources expended	Transfers	Revaluations gains and losses	
	£	£	£	£	£	£	£	£	£	£
<b>Permanent endowments</b>										
The Kilns	570,000	-	(10,500)	-	-	559,500	(10,500)	-	-	549,000
	570,000	-	(10,500)	-	-	559,500	(10,500)	-	-	549,000

In 2010 the property The Kilns was transferred to The C. S. Lewis Foundation (UK) by The Kilns (Oxford) Ltd. in Oxford. This property forms the basis of the endowment fund.

# THE C.S. LEWIS FOUNDATION (UK)

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 10 Analysis of net assets between funds

	Unrestricted funds	Endowment funds	Total	Unrestricted funds	Endowment funds	Total
	2021	2021	2021	2020	2020	2020
	£	£	£	£	£	£
Fund balances at 31 December 2021 are represented by:						
Tangible assets	489	549,000	549,489	652	559,500	560,152
Current assets/ (liabilities)	(3,519)	-	(3,519)	(1,652)	-	(1,652)
	<u>(3,030)</u>	<u>549,000</u>	<u>545,970</u>	<u>(1,000)</u>	<u>559,500</u>	<u>558,500</u>

### 11 Related party transactions

The C. S. Lewis Foundation (UK) have made no related party transactions in the year (2020: none).

### 12 Ultimate Controlling Party

The C. S. Lewis Foundation (UK) is ultimately controlled by The C. S. Lewis Foundation (USA), which has the power to appoint the Trustees of The C. S. Lewis Foundation (UK).

During the year grant payments amounting to £6,550 (2020: £7,598) were received from The C. S. Lewis Foundation (USA). The balance outstanding as at 31 December 2021 was £22,000 (2020: £22,000) and is included within debtors on the balance sheet.