

ANNUAL REPORT AND FINANCIAL  
STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2025



PETERSFIELD CLIMATE ACTION  
NETWORK  
(PeCAN)

Charitable Incorporated Organisation

CHARITY REGISTRATION No: 1192778

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PETERSFIELD CLIMATE ACTION NETWORK  
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LEGAL AND ADMINISTRATIVE INFORMATION

|   |   |
|---|---|
| CHARITY NUMBER                          | 1192778   |
| WORKING NAMES                           | Petersfield Climate Action Network (PeCAN)  |
| DATE OF REGISTRATION                    | 14th December 2020  |
| START OF FINANCIAL YEAR                 | 1st April 2024  |
| END OF FINANCIAL YEAR                   | 31st March 2025   |
| TRUSTEES AS AT 16 DECEMBER 2025         | Liz Bisset<br>Greg Ford, Chair<br>Andrew Lee (appointed Apr 2024)<br>Gethin Morgan-Owen<br>Melanie Oxley<br>Paul Parkin, Staff Trustee (appointed Nov 2024)<br>Rachel Ritchie<br>Richard Robinson, Treasurer (appointed Nov 2024)<br>Rob Staples (appointed Dec 2024)<br><br>(Louise Bevan, resigned Oct 2025)<br>(Peter Carver, resigned Feb 2025)<br>(Peter Moss, resigned Dec 2024)<br>(Russell Oppenheimer, resigned Jul 2024)<br>(Suzie Wilde, resigned June 2024) |
| LEGAL STATUS                            | Charitable Incorporated Organisation  |
| GOVERNING INSTRUMENT                    | Constitution, 9th December 2020   |
| CHARITABLE OBJECTIVES                   | The advancement of environmental protection for the public benefit through community-led initiatives that mitigate climate change and minimise biodiversity loss for the benefit of residents and the general public in and around the Petersfield area.  |
| REGISTERED ADDRESS AND PRINCIPAL OFFICE | The Hanger Room, Petersfield Library, 27 The Square<br>Petersfield, GU32 3HH. Phone: 01730719792<br><br>Email: <a href="mailto:hello@petersfieldcan.org">hello@petersfieldcan.org</a><br>Website: <a href="https://petersfieldcan.org">https://petersfieldcan.org</a>   |
| BANKERS                                 | Co-operative Bank   |
| INDEPENDENT EXAMINER                    | Fiona Armitage  |

## TRUSTEES' REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2025

### AIMS AND ACTIVITIES

PeCAN's trustees are pleased to present our annual report and accounts for the 12-month period from 1 April 2024 to 31 March 2025. Our charity aims to reduce carbon emissions and protect nature in our area by running projects and engaging with local communities in practical and constructive ways.

This section describes how we have carried out our charity's purposes for the public benefit. The highlights of PeCAN's projects and activities for the year were:

- continuing to deliver a successful schools outreach programme that reached 2,900 students this year
- organising or participating in more than 100 community events,
- organising the Petersfield Eco Fair, attended by 1,500 people,
- organising the Petersfield Festival of Trees with 60 volunteers, at which 1,200 subsidised trees were distributed to residents,
- launching a retrofit advice service with partners The Environment Centre, WinACC and Energy Alton,
- contributing to the East Hampshire District Council (EHDC) Climate and Environment Strategy, and supporting the Petersfield Town Council (PTC) mayor and climate officer to update PTC's climate and environment strategy.

### Schools and Youth Engagement

PeCAN delivered environmental protection-themed workshops and assemblies to more than 2,900 students, including new sessions on biodiversity, healthy seas, and transport to complement the Carbon and Water sessions delivered in the first year. We have continued to strengthen relationships with local primary schools.

Highlights included assemblies at Bohunt School and new links developed with The Petersfield School (TPS). The team also supported eco clubs and student-led exhibitions.

The outreach team had a strong presence at the Petersfield EcoFair in July, with 51 children and young people producing 'climate canaries' to send to Damian Hinds MP about their environmental concerns. PeCAN's school engagement work was delivered by PeCAN trustee Rachel Ritchie and climate educator Scott Gudrich, with support from a number of volunteers. The team have consistently received positive feedback from the schools visited, and are pleased to have secured funding to continue this work for the 2025-2026 academic year.

Feedback:

- The children loved the workshops and the teachers were so interested that they forgot to take many photos!
- The children really enjoyed it and it was a great support to our project learning. It was also a great spur to think about how to improve our grounds for biodiversity and we have been definitely talking together about what we can implement and how.

### Home Retrofit

PeCAN started a new retrofit advice project, called "My Home Made Better", offering free independent retrofit and energy advice.

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The project is led by The Environment Centre, with PeCAN, WinACC and Energy Alton as community partners to manage local outreach and volunteers, and to deliver advice to homeowners in the South East Hampshire area. The project formally launched in April 2025 after the project initiation stage. The project is expected to benefit householders by helping to reduce greenhouse gas emissions and energy bills from heating, while increasing levels of comfort in people's homes.

### **Nature Recovery**

The 2025 Festival of Trees sold and distributed 1,200 fruit trees to residents of East Hampshire, with free demonstrations of planting and pruning, information stalls, and even Morris dancing! The project aims to engage new groups of residents and contribute directly to carbon sequestration and biodiversity loss through the planting of fruit trees in people's gardens. This year's event took the total number of trees distributed through this project over the last five years to more than 3,000, each one cared for by the household that planted it.

Other activities included dawn chorus walks, farm visits, an insect safari, and talks on swifts and re-naturing land.

### **Public Engagement**

Our main public engagement event this year was the Petersfield Eco Fair in July 2024. The event was jointly organised by PeCAN and Petersfield Town Council, and attracted around 1,500 visitors on the day, sparking many new conversations and connections in the community around sustainability topics. More than 40 organisations and businesses that are involved in environmental protection in different ways were represented, giving visitors the opportunity to learn about their work, join community initiatives and purchase sustainable products.

Other public-facing activities included:

- Weekly Eco Café, running throughout the year on Tuesday mornings at Winton House. The informal space encourages reflections and conversations, providing a relaxed and enjoyable way to make connections and meet other supporters. A quote from an attendee: *"However it turns out, I always come away feeling stimulated and supported."*
- Film Screening (Six Inches of Soil) followed by a Q&A panel at Bedales Theatre, attended by 220 people.
- Art Exhibition "Land, Light and Leaves" at Winton House, which attracted 170 visitors.
- Campaigns like "No Mow May", and the "Great British Hoe Down" to encourage the public to hand weed areas of the town to avoid the application of weedkillers.
- "Visit a Heat Pump" event to find out more from a homeowner
- More than 40 blog posts, plus regular monthly newsletters and social media outreach.

### **Business Engagement**

PeCAN supported several local businesses with sustainability advice, mainly around estimating business carbon footprints to help businesses reduce their costs by reducing their greenhouse gas emissions. PeCAN sponsored the Green Business of the Year Award again, with St Peter's Vets winning in 2024. Business engagement has since been scaled back pending volunteer recruitment.

### **Advocacy**

PeCAN contributed to EHDC's revised climate and environment strategy with a report on Greenhouse Gas Emissions, and sent detailed responses to EHDC's Local Plan consultation, SDNPA's Local Plan consultation, and HCC's Local Cycling and Walking Infrastructure Plan (LCWIP) consultation. This work aims to help Local Authorities adopt strong policies in their planning and operations, especially in relation to energy efficiency, biodiversity and active travel.

## PETERSFIELD CLIMATE ACTION NETWORK (Charitable Incorporated Organisation)

PeCAN organised a Climate Hustings in June 2024, allowing 120 people to question five prospective parliamentary candidates on a variety of climate-related matters, ably chaired by Sir David Normington.

PeCAN submitted comments on several major planning applications for new homes in Petersfield, covering energy efficiency measures, protection of wildlife, biodiversity net gain and infrastructure for cycling and walking. We successfully objected (again) to an application by Tesco to erect a Timpson Pod in a location which would have caused crowding and unsafe congestion on the primary pedestrian and cycling access route to The Petersfield School.

### **Governance and Staff**

PeCAN is Charitable Incorporated Organisation (CIO) whose only voting members are its charity trustees ('Foundation' model constitution). New trustees are appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees, having regard to the skills, knowledge and experience needed for the effective administration of the CIO, in accordance with the CIO's constitution.

The PeCAN team comprises a small part-time staff, overseen by a board of volunteer trustees and supported by a wider group of volunteers from the community. During the reporting period, trustees appointed a staff Team Leader, hired a Project Manager and refreshed the trustee board. Staff and trustees revised PeCAN's strategy (for 2025–2027) and conducted a year-ahead planning session at an offsite meeting on 3 April 2025. We upgraded our governance arrangements to enable closer coordination between trustees and staff, more structured project scrutiny, and new volunteer management structures. We broadened our fundraising efforts to focus on new trusts and foundations and to increasing public donations and matching schemes such as the Big Give Green Match Fund.

*The trustees are grateful for the hard work of the many people who have volunteered, worked and helped to fund our activities during this period.*

### **FUTURE PLANS**

PeCAN plans to continue delivering successful, fully-funded projects that strengthen environmental protection for the benefit of local residents. The priority projects for 2025/2026 include: Schools Outreach, My Home Made Better retrofit advice, A Fruit Tree in Every Garden, Eco Fair 2026, and a programme of public events and engagement.

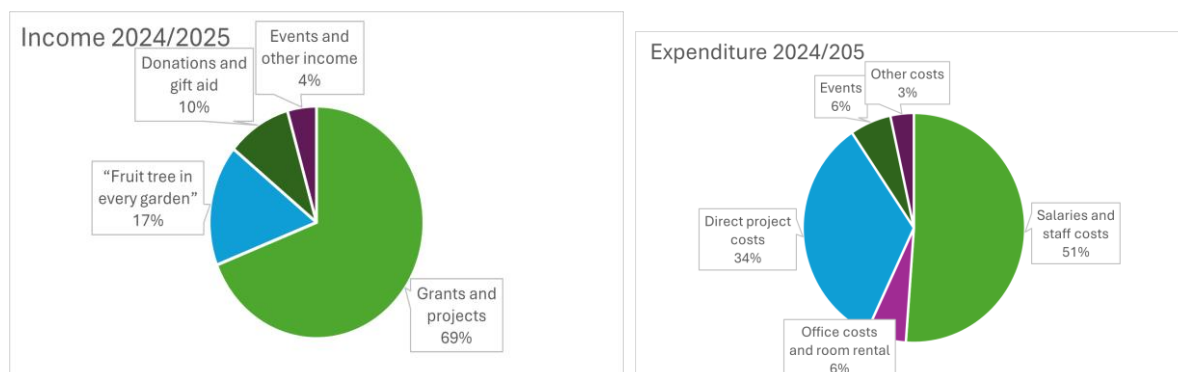
### **FINANCIAL REVIEW**

Total income for the year was £88,497. Of this, £61,080 came from grants from the South Downs National Park Authority (SDNPA), East Hampshire District Council (EHDC), Petersfield Town Council (PTC), and initial funding for a new project with the Environment Centre (tEC), 'My Home Made Better', to provide residents with free energy advice. Donations and gift aid generated a further £8,600, the sale of trees under the successful "Fruit tree in every garden" project raised £14,937, and events and other income generated £3,880.

Expenditure on charitable activities for the year 2024/2025 was £80,926, in addition to £326 in governance costs. Spending included £41,404 in salary and staff costs for three part-time staff

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members (average 1.2 FTE) to coordinate and deliver PeCAN's projects, and £4,717 to rent an office in the Petersfield Library where staff and volunteers can meet and members of the public can receive advice and discuss projects. We spent £27,177 on direct project costs, £4,865 on events, and £2,763 on other costs.



Charity funds at 31st March 2025 stood at £42,299. Of this £22,668 was in the form of restricted funds provided by contributors and earmarked for specific activities to be delivered in a subsequent accounting period.

PeCAN's own reserves were £19,631. Trustees have a reserves policy designed to ensure that PeCAN has accumulated sufficient funds to cover staff and organisational costs for a short period whilst funding is being sought. General reserves are still being accumulated (see Note 14 to the financial statements).

At their regular meetings Trustees receive regular reports of the charity's financial position, monitor financial procedures and policies and discuss financial matters as needed. They also undertake an annual risk management review which considers potential risks facing PeCAN, including those which could affect the continuity of funding.

Other than expenses reimbursement detailed in Note 12 below, there were no personal benefit or payments involving trustees, within the meaning of section 222 of the Charities Act 2011.

## TRUSTEES' RESPONSIBILITIES

The Charities Act 2011 requires the trustees to prepare financial statements for each financial year. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the CIO. They are also responsible for safeguarding the assets of the CIO and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and otherwise carrying out their duties.

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The trustees consider that PeCAN has sufficient funds to continue as a going concern in the next financial year (please refer to Note 1 to the financial statements).

The trustees confirm that they have had due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

Approved by the Trustees on: 21 January 2026

Signed on their behalf by:

Name: Gregory Ford  
Chair of Trustees



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PHOTOS APRIL 2024 TO MARCH 2025



**PeCAN Team**



**Wilding Screening**



**Awards winners 2025**



**Balsam Pulling Goodyer  
Meadows**



**Ebike event**



**Christmas Market**

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**Volunteer evening**



**Wilding Panel**



**Tree Festival**



**Nature Walk**



**Ebike event**



**Tree Volunteers**



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**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2025**

|                                    | Note | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total funds<br>2025<br>£ | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total funds<br>2024<br>£ |
|------------------------------------|------|----------------------------|--------------------------|--------------------------|----------------------------|--------------------------|--------------------------|
| <b>Incoming resources</b>          | 3    |                            |                          |                          |                            |                          |                          |
| <b>Income and endowments from:</b> |      |                            |                          |                          |                            |                          |                          |
| Donations including Gift           |      |                            |                          |                          |                            |                          |                          |
| Aid & Grants                       |      | 8,074                      | 53,542                   | 61,616                   | 8,274                      | 223                      | 8,497                    |
| Charitable activities              |      | 0                          | 25,331                   | 25,331                   | 500                        | 92,826                   | 93,326                   |
| Other                              |      | 1,050                      | 500                      | 1,550                    | 286                        | 2,618                    | 2,904                    |
| <b>Total</b>                       |      | <b>9,124</b>               | <b>79,373</b>            | <b>88,497</b>            | <b>9,060</b>               | <b>95,667</b>            | <b>104,727</b>           |
| <b>Resources expended</b>          | 4,6  |                            |                          |                          |                            |                          |                          |
| <b>Expenditure on:</b>             |      |                            |                          |                          |                            |                          |                          |
| Raising funds                      |      | -                          | -                        | -                        | -                          | -                        | -                        |
| Charitable activities              |      | (1,491)                    | (79,435)                 | (80,926)                 | (1,270)                    | (90,908)                 | (92,178)                 |
| Governance costs                   |      | (260)                      | (66)                     | (326)                    | (1,460)                    | -                        | (1,460)                  |
| <b>Total</b>                       |      | <b>(1,751)</b>             | <b>(79,501)</b>          | <b>(81,252)</b>          | <b>(2,730)</b>             | <b>(90,908)</b>          | <b>(93,638)</b>          |
| <b>Net income/ (expenditure)</b>   |      | <b>7,372</b>               | <b>(127)</b>             | <b>7,245</b>             | <b>6,330</b>               | <b>4,759</b>             | <b>11,089</b>            |
| Transfers between funds            | 5    | -                          | -                        | -                        | (158)                      | 158                      | -                        |
| Fund recategorisation              | 5    |                            | (2,170)                  | (2,170)                  |                            |                          |                          |
| <b>Net movement in funds</b>       |      | <b>7,372</b>               | <b>(2,297)</b>           | <b>5,075</b>             | <b>6,172</b>               | <b>4,917</b>             | <b>11,089</b>            |
| <b>Reconciliation of funds:</b>    |      |                            |                          |                          |                            |                          |                          |
| Total funds brought forward        |      | 12,259                     | 24,965                   | 37,224                   | 6,087                      | 20,048                   | 26,135                   |
| <b>Total funds carried forward</b> |      | <b>19,631</b>              | <b>22,668</b>            | <b>42,299</b>            | <b>12,259</b>              | <b>24,965</b>            | <b>37,224</b>            |

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**STATEMENT OF FINANCIAL POSITION**  
**AS AT 31ST MARCH 2025**

|   | Note | Unrestricted<br>funds<br>£ | Restricted<br>income funds<br>£ | Total 2025<br>£ | Unrestricted<br>funds | Restricted<br>income<br>funds | Total 2024 |
|---|------|----------------------------|---------------------------------|-----------------|-----------------------|-------------------------------|------------|
| <b>Fixed assets</b>                                   |      |                            |                                 |                 |                       |                               |            |
| Tangible assets                                       | 7    | -                          | -                               | -               | -                     | -                             | -          |
| Investments   | 7    | -                          | -                               | -               | -                     | -                             | -          |
| <b>Total fixed assets</b>                             |      | -                          | -                               | -               | -                     | -                             | -          |
| <b>Current assets</b>                                 |      |                            |                                 |                 |                       |                               |            |
| Debtors   | 9    | -                          | 7,110                           | 7,110           | -                     | 505                           | 505        |
| Cash at bank and in hand                              | 8    | 19,949                     | 31,992                          | 51,941          | 12,509                | 49,917                        | 62,426     |
| <b>Total current assets</b>                           |      | 19,949                     | 39,102                          | 59,051          | 12,509                | 50,422                        | 62,931     |
| <b>Creditors: amounts falling due within one year</b> | 10   | (318)                      | (16,434)                        | (16,752)        | (250)                 | (17,689)                      | (17,939)   |
| <b>Net current assets</b>                             |      | 19,631                     | 22,668                          | 42,299          | 12,259                | 32,733                        | 44,992     |
| <b>Total assets less current liabilities</b>          |      | 19,631                     | 22,668                          | 42,299          | 12,259                | 32,733                        | 44,992     |
| <b>Creditors: amounts falling due after one year</b>  | 11   | -                          | -                               | -               | -                     | (7,768)                       | (7,768)    |
| <b>Total net assets</b>                               |      | 19,631                     | 22,668                          | 42,299          | 12,259                | 24,965                        | 37,224     |
| <b>Funds of the Charity</b>                           |      |                            |                                 |                 |                       |                               |            |
| Restricted income funds                               |      | -                          | 22,668                          | 22,668          | -                     | 24,965                        | 24,965     |
| Unrestricted funds                                    |      | 19,631                     | -                               | 19,631          | 12,259                | -                             | 12,259     |
| <b>Total funds</b>                                    |      | 19,631                     | 22,668                          | 42,299          | 12,259                | 24,965                        | 37,224     |

Approved by the Trustees on:

21<sup>st</sup> January 2026

Signed on behalf of Trustees:

Name

Greg Ford

Richard Robinson

Position

Trustee

Trustee

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2025

### 1. ACCOUNTING POLICIES

#### **Basis of Preparation & Assessment of Going Concern**

##### Basis of Preparation

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP - FRS102) and the Charities Act 2011.

The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

##### Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider, given current and committed grant and other funding for the next 12 months, that PeCAN has sufficient funds to maintain activities for the next financial year. As a result, they believe that there are no material uncertainties about the Charity's ability to continue as a going concern in that period.

#### **Incoming Resources**

##### Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

##### Incoming Resources with Related Expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resource and related expenditure are reported gross in the SOFA.

##### Grants and Donations

Grants and Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

##### Tax Reclaims on Donations and Gifts

Incoming resources from tax reclaims are included in the SOFA at the point they are received.

##### Gifts in Kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SOFA as incoming resources when receivable.

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2025

Donated Services and Facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Volunteer Help

The value of any voluntary help received is not included in the accounts.

**Expenditure and Liabilities**

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance Costs

Include costs of the preparation and examination of statutory accounts, the costs of the trustees' meetings and cost of any legal advice to trustees on governance or constitutional matters.

Grants Payable without Performance Conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to a grant which remain in control of the charity.

Unrestricted funds

These funds can be used for the general objectives of the charity as set out in the trustees' report. The movements of the unrestricted funds are given in the Statement of Financial Activities.

Restricted funds

These funds are where the donor has specified a purpose for the donation made. These restrictions often arise as a result of appeals for special offerings for specific purposes.

Designated funds

These funds are funds set aside by the trustees out of unrestricted general funds for particular purposes or projects.

Fixed Assets

Fixed Assets are capitalised if they can be used for more than one year and cost at least £1,500. They are valued at cost or, if gifted, at the value to the charity on receipt.

Depreciation Expense

Depreciation is calculated at a rate to write off the cost of tangible fixed assets over their estimated useful lives. The rates applied are as follows:

Fixtures, Fittings and Equipment

25% - Straight Line Basis

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**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2025**

**2. TANGIBLE FIXED ASSETS**

The CIO held no fixed assets during the year. (31<sup>st</sup> March 2024: None)

The annual commitments under non-cancelling operating leases and capital commitments are as follows:  
31st March 2025: None (31<sup>st</sup> March 2024: None)

**3. INCOMING RESOURCES**

|                                      | Unrestricted<br>funds | Restricted<br>income funds | Total funds<br>2025<br>£ | Unrestricted<br>funds | Restricted<br>income funds | Total funds<br>2024<br>£ |
|--------------------------------------|-----------------------|----------------------------|--------------------------|-----------------------|----------------------------|--------------------------|
| <b>Donations and Grants</b>          |                       |                            |                          |                       |                            |                          |
| Donations and gifts                  | 7,257                 | 526                        | 7,783                    | 7,432                 | 223                        | 7,655                    |
| Gift aid received                    | 817                   | -                          | 817                      | 842                   | -                          | 842                      |
| Grants                               |                       | 53,016                     | 53,016                   | 500                   | 62,782                     | 63,282                   |
| <b>Total</b>                         | <b>8,074</b>          | <b>53,542</b>              | <b>61,616</b>            | <b>8,774</b>          | <b>63,005</b>              | <b>71,779</b>            |
| <b>Charitable Trading Activities</b> |                       |                            |                          |                       |                            |                          |
| Events                               | -                     | 2,330                      | 2,330                    | -                     | -                          | -                        |
| Tree Planting                        | -                     | 14,937                     | 14,937                   |                       | 30,044                     | 30,044                   |
| My Home Made<br>Better Project       | -                     | 8,064                      | 8,064                    |                       |                            |                          |
| Other                                | 1,050                 | 500                        | 1,550                    | 286                   | 2,618                      | 2,904                    |
| <b>Total</b>                         | <b>1,050</b>          | <b>25,831</b>              | <b>26,881</b>            | <b>286</b>            | <b>32,662</b>              | <b>32,948</b>            |
| <b>TOTAL<br/>INCOME</b>              | <b>9,124</b>          | <b>79,373</b>              | <b>88,497</b>            | <b>9,060</b>          | <b>95,667</b>              | <b>104,727</b>           |

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**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2025**

**4. RESOURCES EXPENDED**

|  | Notes | Unrestricted funds | Restricted funds | Total 2025    | Unrestricted funds | Restricted funds | Total 2024    |
|--|-------|--------------------|------------------|---------------|--------------------|------------------|---------------|
| <b>a): Expenditure on Charitable activities:</b> |       | £                  | £                | £             | £                  | £                | £             |
| Salaries   | 6     | -                  | 41,404           | 41,404        | -                  | 50,363           | 50,363        |
| Other staff costs                                |       | -                  | -                | -             | 52                 | 207              | 259           |
| Office costs & room rental                       |       | -                  | 4,717            | 4,717         | 115                | 3,251            | 3,366         |
| Liability insurance                              |       | 57                 | 827              | 884           |                    | 703              | 703           |
| Marketing  |       | -                  | 500              | 500           |                    | 778              | 778           |
| Website costs                                    |       | -                  | 276              | 276           |                    | 496              | 496           |
| Events   |       | 1,176              | 3,689            | 4,865         | 800                | 653              | 1,453         |
| Projects   |       | -                  | 27,177           | 27,177        |                    | 33,782           | 33,782        |
| Professional fees                                |       | 258                | 385              | 643           | 192                | 355              | 547           |
| Other  |       | -                  | 460              | 460           | 111                | 320              | 431           |
| <b>Total expenditure</b>                         |       | <b>1,491</b>       | <b>79,435</b>    | <b>80,926</b> | <b>1,270</b>       | <b>90,908</b>    | <b>92,178</b> |
| <b>b:) Governance Costs</b>                      |       |                    |                  |               |                    |                  |               |
| Independent examination fee                      |       | 250                | -                | 250           | 250                | -                | 250           |
| Training   |       | -                  | -                | -             | 1,066              | -                | 1,066         |
| Trustee meetings                                 |       | 10                 | 66               | 76            | 144                | -                | 144           |
|  |       | <b>260</b>         | <b>66</b>        | <b>326</b>    | <b>1,460</b>       | <b>-</b>         | <b>1,460</b>  |



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**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2025**

**5. RESTRICTED & UNRESTRICTED FUNDS**

| <b>2025</b>                   | <b>Balance at<br/>1 Apr 24<br/>£</b> | <b>Income</b> | <b>Expenditure</b> | <b>Transfers</b> | <b>Balance at<br/>31 Mar 25<br/>£</b> |
|-------------------------------|--------------------------------------|---------------|--------------------|------------------|---------------------------------------|
| Superhomes - Retrofit         | 6,295                                | -             | 368                | -                | 6,663                                 |
| Community Engagement          | 5,939                                | 38,620        | (43,049)           | -                | 1,509                                 |
| Schools                       | 3,281                                | 3,500         | (4,353)            | -                | 2,428                                 |
| Tree Planting                 | 2,494                                | 26,638        | (24,122)           | -                | 5,010                                 |
| Eco Fair                      | 4,536                                | 1,802         | (2,665)            | -                | 3,674                                 |
| Training                      | 250                                  | 750           | -                  | -                | 1,000                                 |
| Energy Monitoring             | 2,170                                | -             | -                  | (2,170)          | -                                     |
| My Home made Better           | -                                    | 8,064         | (5,681)            | -                | 2,384                                 |
| <b>TOTAL RESTRICTED FUNDS</b> | <b>24,965</b>                        | <b>79,374</b> | <b>(79,501)</b>    | <b>(2,170)</b>   | <b>22,668</b>                         |
| <b>UNRESTRICTED FUNDS</b>     | <b>12,259</b>                        | <b>9,123</b>  | <b>(1,751)</b>     | <b>-</b>         | <b>19,631</b>                         |
| <b>TOTAL FUNDS</b>            | <b>37,224</b>                        | <b>88,497</b> | <b>(81,252)</b>    | <b>(2,170)</b>   | <b>42,299</b>                         |

As the Energy Monitoring Project funds were no longer required for the project and returned to the funder after the year end, the balance of the reserve was moved to creditors.

| <b>2024</b>                   | <b>Balance at<br/>1 Apr 23<br/>£</b> | <b>Income</b>  | <b>Expenditure</b> | <b>Transfers</b> | <b>Balance at<br/>31 Mar 24<br/>£</b> |
|-------------------------------|--------------------------------------|----------------|--------------------|------------------|---------------------------------------|
| Superhomes - Retrofit         | 13,840                               | 21,731         | (29,276)           | -                | 6,295                                 |
| Community engagement          | 931                                  | 35,681         | (30,673)           | -                | 5,939                                 |
| Schools                       | 0                                    | 6,175          | (2,894)            | -                | 3,281                                 |
| Tree Planting                 | 0                                    | 30,043         | (27,549)           | -                | 2,494                                 |
| Eco Fair                      | 2,799                                | 2,037          | (300)              | -                | 4,536                                 |
| Training                      | 250                                  | -              | -                  | -                | 250                                   |
| Website                       | 58                                   | -              | (216)              | 158              | -                                     |
| Energy Monitoring             | 2,170                                | -              | -                  | -                | 2,170                                 |
| <b>TOTAL RESTRICTED FUNDS</b> | <b>20,048</b>                        | <b>95,667</b>  | <b>(90,908)</b>    | <b>158</b>       | <b>24,965</b>                         |
| <b>UNRESTRICTED FUNDS</b>     | <b>6,087</b>                         | <b>9,060</b>   | <b>(2,730)</b>     | <b>(158)</b>     | <b>12,259</b>                         |
| <b>TOTAL FUNDS</b>            | <b>26,135</b>                        | <b>104,727</b> | <b>(93,638)</b>    | <b>-</b>         | <b>37,224</b>                         |

Note: Transfers have been made from Unrestricted funds where grants received did not fully cover expenditure incurred and represent a contribution from PeCAN reserves.

PETERSFIELD CLIMATE ACTION NETWORK  
(Charitable Incorporated Organisation)

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2025**

**6. STAFF COSTS**

**6.1 Staff Costs**

|   | 2025          | 2024          |
|---|---------------|---------------|
|   | £             | £             |
| Salaries and wages                          | 40,563        | 48,470        |
| Social security costs                       |               |               |
| Pension costs (defined contribution scheme) | 841           | 1,893         |
| Other employee benefits                     | -             | -             |
|   | <hr/>         | <hr/>         |
| <b>Total staff costs</b>                    | <b>41,404</b> | <b>50,363</b> |

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

There were no payments made to trustees for their services to the charity.

**6.2 Average head count in the period**

|  | 2025     | 2024     |
|--|----------|----------|
|  | Number   | Number   |
|  |          |          |
|  | -        | -        |
| The parts of the charity in which the employees work |          |          |
| Fundraising  | -        | -        |
| Charitable Activities                                | 3        | 4        |
| Governance   | -        | -        |
| Other  | -        | -        |
|  | <hr/>    | <hr/>    |
| <b>Total</b>   | <b>3</b> | <b>4</b> |

Staff are employed on part time contracts and the full time equivalent averaged 1.2 FTE (2024: 1.5 FTE).

**7. FIXED ASSETS**

The CIO held no fixed assets or investments during the year (31<sup>st</sup> March 2024: None)

PETERSFIELD CLIMATE ACTION NETWORK  
(Charitable Incorporated Organisation)

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2025**

**8. CASH AT BANK AND IN HAND**

|                             | Unrestricted<br>funds | Restricted<br>funds | 31 Mar<br>2025 | Unrestricted<br>funds | Restricted<br>funds | 31 Mar<br>2024 |
|-----------------------------|-----------------------|---------------------|----------------|-----------------------|---------------------|----------------|
|                             | £                     | £                   | £              | £                     | £                   | £              |
| Cash in Hand                | 38                    | -                   | 38             | 34                    | -                   | 34             |
| Cash at Bank                | 19,911                | 31,992              | 51,903         | 12,475                | 49,917              | 62,392         |
| Cash at Bank and in<br>Hand | 19,949                | 31,992              | 51,941         | 12,509                | 49,917              | 62,426         |

**9. DEBTORS**

|                        | Unrestricted<br>funds | Restricted<br>funds | 31 Mar<br>2025 | Unrestricted<br>funds | Restricted<br>funds | 31 Mar<br>2024 |
|------------------------|-----------------------|---------------------|----------------|-----------------------|---------------------|----------------|
|                        | £                     | £                   | £              | £                     | £                   | £              |
| Trade Debtors          | -                     | 6,670               | 6,670          |                       |                     |                |
| Other Debtors          | -                     | 410                 | 410            | -                     | -                   | -              |
| Prepaid<br>Expenditure | 30                    | -                   | 30             | -                     | 505                 | 505            |
| Debtors                | 30                    | 7,080               | 7,110          | -                     | 505                 | 505            |

**10. CREDITORS: AMOUNTS FALLING DUE IN ONE YEAR**

|   | Unrestricted<br>funds | Restricted<br>funds | 31 Mar<br>2025 | Unrestricted<br>funds | Restricted<br>funds | 31 Mar<br>2024 |
|---|-----------------------|---------------------|----------------|-----------------------|---------------------|----------------|
|   | £                     | £                   | £              | £                     | £                   | £              |
| Energy Monitoring<br>grant not spent          |                       | 2,170               | 2,170          |                       |                     |                |
| Accrued<br>expenditure                        | 318                   | 1,496               | 1,814          | 250                   | 2,369               | 2,619          |
| Deferred income                               | -                     | 7,768               | 7,768          | -                     | 15,320              | 15,320         |
| Advance for My<br>Home Made Better<br>project | -                     | 5,000               | 5,000          | -                     | -                   | -              |
| Total   | 318                   | 16,434              | 16,752         | 250                   | 17,689              | 17,939         |

Accrued expenditure includes outstanding pension and tax liabilities plus the fee for the independent examination of the accounts. Deferred income includes grants received but which cover expenditure to be incurred in the following year.

The unused Energy Monitoring project funds were returned to the funder after the year end.

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2025

**11. CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR**

|                 | Unrestricted<br>funds | Restricted<br>funds | 31 Mar<br>2025 | Unrestricted<br>funds | Restricted<br>funds | 31 Mar<br>2024 |
|-----------------|-----------------------|---------------------|----------------|-----------------------|---------------------|----------------|
|                 | £                     | £                   | £              | £                     | £                   | £              |
| Deferred income | -                     | -                   | -              | -                     | 7,768               | 7,768          |
| Total           | -                     | -                   | -              | -                     | 7,768               | 7,768          |

Deferred income includes grants received but which covers expenditure to be incurred in more than one year.

**12. TRUSTEES AND OTHER RELATED PARTIES**

Trustees are reimbursed for expenses incurred on projects.

One PeCAN employee is a family member of a trustee. The employee was recruited after the post was advertised and reports to the team leader. The trustee is not involved in any management issues.

Other than these no payments were made to trustees, or any persons connected with them, during this or the previous financial period. No material transaction took place between the organisation and a trustee, or any person connected with them.

**13. RISK ASSESSMENT**

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees also regularly examine other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

**14. RESERVES POLICY**

The Trustees have considered the level of reserves they wish to retain, appropriate to the CIO's needs. This is based on the CIO's size and the level of financial commitments held. The Trustees aim to ensure the CIO will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure and have set a range of three to six months' operational expenditure as a target. The Trustees will endeavour not to set aside funds unnecessarily.

**15. PUBLIC BENEFIT**

The CIO acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the CIO has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the CIO should undertake.

## INDEPENDENT EXAMINERS REPORT YEAR ENDED 31<sup>ST</sup> MARCH 2025

**Report to the trustees and members of Petersfield Action Network on the accounts for the year 1 April 2024 to 31 March 2025 as set out on pages 11 to 20.**

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5Xb) of the Charities Act, and
- state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect, the requirements: to keep accounting records in accordance with section 130 of the Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Fiona Armitage (ACCA)  
39 Greensfields  
Liss  
Hampshire  
GU33 7EJ

Dated January 2026