

**PETERSFIELD COMMUNITY ASSOCIATION**

**REGISTERED CHARITY NUMBER 1179587**

**ACCOUNTS  
and  
TRUSTEES REPORT**

**FOR THE YEAR ENDED 31 MARCH 2025**



**PETERSFIELD COMMUNITY ASSOCIATION**  
**REGISTERED CHARITY NUMBER 1179587**

**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025**

	<b>Page</b>
<b>CHARITY INFORMATION.....</b>	<b>3</b>
<b>TRUSTEES ANNUAL REPORT .....</b>	<b>4</b>
<b>INDEPENDENT EXAMINERS REPORT.....</b>	<b>11</b>
<b>STATEMENT OF FINANCIAL ACTIVITIES.....</b>	<b>12-13</b>
<b>BALANCE SHEET .....</b>	<b>14</b>
<b>NOTES TO THE ACCOUNTS.....</b>	<b>15-17</b>
<b>DEPARTMENTAL ANALYSES .....</b>	<b>18-21</b>

**CHARITY INFORMATION**

Trustees:	Mrs E (Liz) Moss – Chair Mr Mike Park – Buildings Manager Mrs Lyndsey Gilbey Mrs Gill Jolly Ms Liz Payze (retired 22.3.24) Mr Roger Pendell (retired 22.3.24) Mr Laurie Redstone – Temp Treasurer (Dec) Mr Bill Organ Mr John Williams (resigned 9.5.23) Mr Luc Blais (resigned 11.12.23) – Treasurer Ms Megan Sheeham (appointed 21.6.23) Noel Thompson (appointed 9.10.23)
Treasurer:	Mrs Jenny Broadhead
Charity Number:	1179587
Principal Office:	Petersfield Community Association The Centre Love lane Petersfield Hampshire GU31 4BW
Independent Examiner:	Mr G R Beer MA (Cantab) FCA 4, Chilgrove House, Marden Way Petersfield Hampshire GU31 4PU
Bankers:	Natwest Bank 250 Bishopsgate, London, EC2M 4AA

## **PETERSFIELD COMMUNITY ASSOCIATION**

### **TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2025**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Petersfield Community Association has existed as a charity since 25/5/71.

In 2018 the Charitable Trust was changed to a Charitable Incorporated Organisation (CIO) and given a new charity number 1179587

A committee of trustees elect all officers. The day-to-day management is delegated to a part-time manager.

The named Officers of the Association together with the Centre Manager form a Senior Management Team (SMT), which communicates when matters arise that cannot wait until a full committee meeting is convened.

Trustee Management meetings occurred on 31 May, 3 August, 1 November 2004 and 21 March 2005.

Outside representatives were Cllr L Bevan (EHDC) and Cllr Phil Shaw (PTC)

The AGM was held on 17 July 2024.

#### **Objectives (public benefit)**

The objectives of the Association, as laid out in the constitution are:

To promote the benefit of the inhabitants of Petersfield and the neighbourhood without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with object of improving the conditions of life for the said inhabitants.

To maintain and manage the Community Centre in furtherance of these objects.

#### **Activities**

The rooms of the community centre are hired out to groups and clubs from Petersfield and the surrounding area, in accordance with the objectives.

#### **Staff and Volunteers**

The office (open weekday mornings) was staffed by a salaried manager, centre assistant and a total of 4 volunteers during the year. A caretaker and assistant caretakers were also employed for cleaning and some maintenance.

**PETERSFIELD COMMUNITY ASSOCIATION**

**TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2025 (CONTINUED)**

**ACHIEVEMENTS AND PERFORMANCE**

**Usage of the centre**

	<b>2024-25</b>	<b>2023-24</b>
<b>No. of Bookings taken for year (4 rooms plus kitchen)</b>	3016	2869

<b>Number of Hirers of Rooms in Centre</b>	<b>2024-25</b>	<b>2023-24</b>
Regular (most weekly or more, all at least monthly)	48	69
Occasional (less than monthly)	14	18
Casual (once only)	36	35
Total No. of hirers	99	122

**Groups Using the Centre**

Petersfield Academy of Dance	Health Visitors Advice Clinic	Philatelic Federation
Age Concern Lunch Club	Hidden Hearing	Pilates - Emma Cordingley
Altonian Care Ltd	History Group	Private Children's party x 5
Ancient Order of Foresters	Hope Church	Private Dance Lesson x 2
Art Life	Junior Phoenix	Private Dance Practice
Arts Society	Kitbags Live On	Private Photographic Sale
Beth Svarovska Pilates	Kowasabi Japanese Community School	Private Photography Session
Bjarnar Folk	Kumon Maths & English	Private Session
Bobbie's Yoga	Lion and Unicorn Players	Private Wake
Bridge Practice	Lions Bridge Competition	Restorative Yoga
Broadway Park	Liss Forest Ballet	Rural Refugee Network
Buriton Art Group	Little City UK	Sailors Linedanz Club
Canine Partners	Love 4 Life	Sam Taylor Private Booking
CCADS Theatre	Mini First Aid	Solent Stamps (for Panda Fairs)
Charman Creation Ltd	Mummy Matters Course	Southern Health NHS Foundation
Create	Narcotics Anonymous	Springboard Speech
Dog Training Society	Nationwide Gold Ltd	Stop Domestic Abuse
Draw with George	Pact Christmas Dinner	Stroke Support
East Hants Conservative Association	Papercraft	Tai Chi Group
East Hants Primary Care Network	PERCH (Climate Group)	Tai Chi Practice
EH Labour Party	Petersfield & District Angling Club	The Creation Station
Entertainment Events Ltd	Petersfield & District Beekeepers Assn	The Grange Surgery
Fairthorn Consultancy	Petersfield & District Philatelic Society	The Square Strummers
Friday Bridge Group	Petersfield Bridge Club	Townswomen's Guild
Friends of Petersfield Heath	Petersfield Conservative Association	U3A
Friends of Petersfield Hospital	Petersfield Jazz & Blues	Upholstery
Gaming Group	Petersfield Photographic Society	Watercolour Improvers
Gerald Pilkington First Aid	Petersfield Stitchers	We Buy Vintage
Green A Team	Petersfield Twinning Association	West Sussex Children's Services
Guide Dogs	Petersfield Womans Institute	Winton House
Hampshire Farmers Market	PHA Homes	Young Farmers Clubs

**PETERSFIELD COMMUNITY ASSOCIATION**

**TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2024 (CONTINUED)**

**CHAIR'S REPORT: 2024-2025**

This is my first term as the Chair of the Trustees after having recently taken over the role from our previous Chair, Liz Moss. I wish to thank Liz for all of the excellent work and time she has dedicated to the running of the PCA in the past years.

The PCA continues to be a well-used and respected community facility. Our wide range of groups and activities ensure a good level of income allowing us to keep room hire prices stable and probably the lowest in the area. Hire charges were frozen this year, but they will increase 2% from January 2026.

We have maintained an excellent level of building maintenance thanks to our very talented caretaker/handyman Richard. A 'stitch in time' approach rather than trouble shooting being our adopted mantra. Our next big project is to have the partition wall, between the Main Hall and the Club room replaced, hopefully within the next few months. Last years project to install solar panels on the flat roof has already started to benefit the Centre by lowering our energy costs.

Our trustees have benefitted from 2 new members recently although 4 longstanding trustees, Liz Moss, Laurie Redstone, Bill Organ, and Gill Jolly, have stood down in accordance with our constitution. We are currently seeking to further expand our number of Trustees by contacting not only our existing users but other local Community organisations to hopefully increase our numbers.

Emma continues to run a tight ship as PCA manager, her excellent people skills and knowledge of everything PCA related makes her invaluable to the Association. She is well supported by a brilliant team of volunteers and paid staff.

## **PETERSFIELD COMMUNITY ASSOCIATION**

### **MAINTENANCE OF PREMISES**

Maintenance and improvements to the Centre and its land is the responsibility solely of the Petersfield Community Association and is carried out under the supervision of the House Manager, Mike Park, a member of the committee, along with the Centre Manager.

Comprehensive Risk Assessments and a Fire Risk Assessment of the building are carried out annually by the Manager under the supervision of the House Manager.

Minor day-to-day maintenance issues are handled by the Centre Manager and Caretaker.

In the year under report, the following repairs and improvements were carried out:

The building continues to need regular maintenance such as:

Boilers servicing and repairs

Annual checks on Fire Alarm, fire equipment and emergency lighting

Annual checks on CCTV and security system

Deep clean of carpets and flooring

Annual hedge trimming

The CCTV system was upgraded with new cameras and recorder

Solar panels were fitted to roof

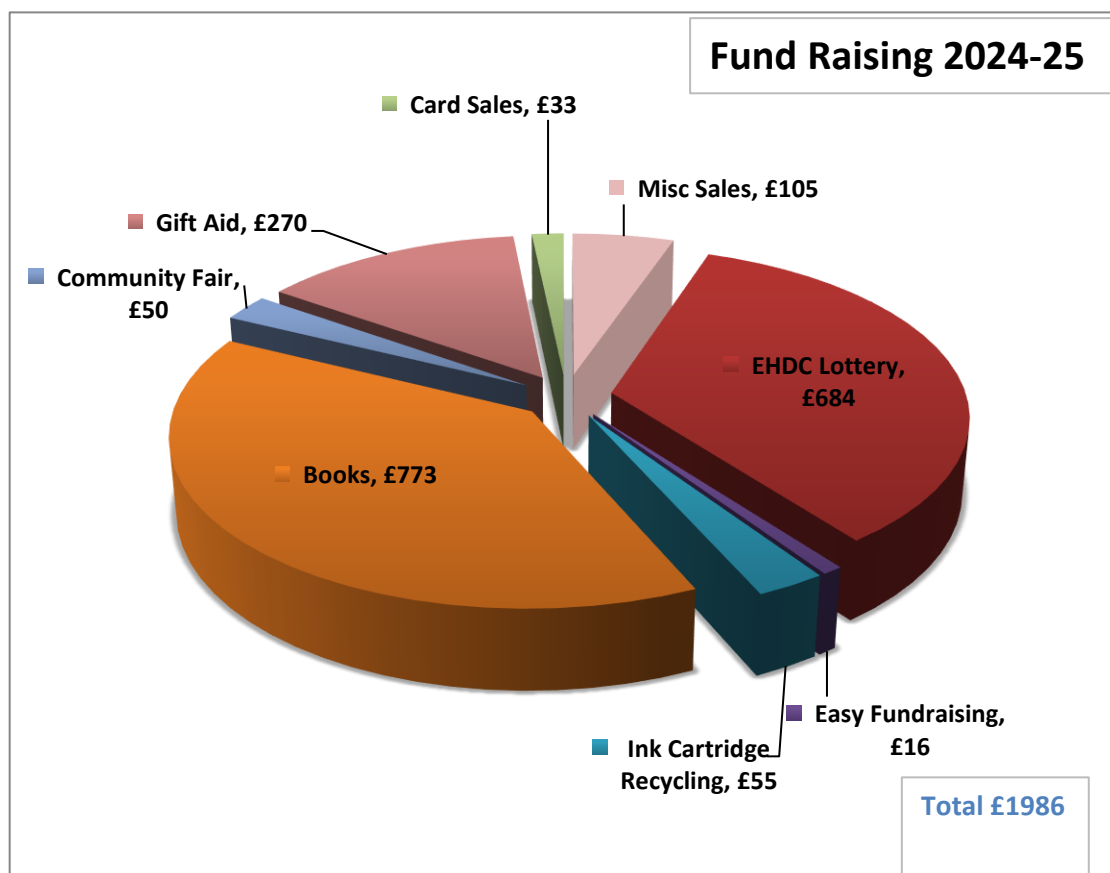
## FUND RAISING

The Association has no regular revenue support from any Local Government body. Occasional donations and legacies provide welcome assistance when they occur but cannot be considered a reliable source of income. The Association depends on raising the necessary funding to meet all the running expenses of the centre through hire charges and internal fundraising activities.

The Community Fair is organised by the Stroke Support Group and run jointly with us. Most money raised goes to them, although table hire and some donations also come to us.

## Fund Raising 2024-25

Misc Sales	£105
EHDC Lottery	£684
Easy Fundraising	£16
Ink Cartridge Recycling	£55
Books	£773
Community Fair	£50
Gift Aid	£270
Card Sales	£33
<b>Total</b>	<b>£1,986</b>



## **PETERSFIELD COMMUNITY ASSOCIATION**

### **TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2025 (CONTINUED)**

#### **FINANCIAL REVIEW –**

##### **Overview**

The financial results for 2024-25 show an income of £77,540, expenditure of £75,131 with an overall surplus of £2,049. The number of hirers who used the centre were 99 which is slightly down from the previous year but the total number of bookings were up at 3016.

The total Net Assets (excluding the value of the Building and Land) increased to £140,630. The cash reserves are now held with Flagstone and are invested in different length fixed term accounts chosen with the short and longer term in view. This way we can obtain the best interest rates on offer, currently averaging over 4%. Due to the change in investment policy during the previous financial year the interest received this year was significant totalling £7,141.

The level of Reserves is maintained in accordance with the Association's policy of ensuring that it can continue to deliver its primary charitable function which is to serve the people of Petersfield and surrounding areas. It also ensures that we can undertake any structural repairs, renovation and improvements needed to keep the Centre building fully functional and fit for purpose.

The major project undertaken during the 2024-25 financial year was the installation of Solar Panels at a cost of £16650. We were most grateful to receive a generous donation of £1,000 towards this project from an anonymous donor. A grant of £8,000 from EHDC has been approved in principle but will not be shown in the accounts until it is actually received.

We are grateful to all those who support us through our fund raising activities and by giving us donations. All the money we receive goes towards keeping the level of room hire charges as low as we can achieve.

The estimated value of the Freehold Property remains at £1,253,385, an estimate as explained in the Accounting Policies Note 1 (e). This would only be realised at such time as the PCA decides to cease its work and the property is sold. Even then the rules of the Charity Commission mean that any money realised from the sale would have to pass to any successor organisation with the same charitable rules.

We maintain our policy of paying staff at rates in line with local government salary scales and where appropriate at levels set by the National Living Wage.

I took over as Treasurer part way through the 2024-25 financial year and thank Laurie Redstone for his excellent work as Acting Treasurer up to that point. We must all be profoundly grateful to Emma Bunday and her colleagues together with the team of volunteers who help in the office. Thanks to them the Centre is run professionally and efficiently. The day to day accounts are kept scrupulously. Thanks must also go to Gordon Beer for his input and guidance as the Independent Examiner of our accounts.

In summary, the Petersfield Community Association is in a good financial state and well able to maintain the essential service it provides to our community, now and for the foreseeable future.

Mrs. Jenny Broadhead Treasurer

### **TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2025 (CONTINUED)**

## PETERSFIELD COMMUNITY ASSOCIATION

### Financial Review, Investment Policy and Reserves

#### Reserves Policy

Unrestricted funds are needed:

- a. To provide funds which can be designated to specific projects to enable these projects to be undertaken at short notice and
- b. To cover administration fund-raising and support costs without which the charity could not function.

The trustees consider it prudent that unrestricted reserves should be sufficient:

- a. To cover one year's administration, fund-raising and support costs;
- b. To provide a pool equal to 10% of the average charitable expenditure over the preceding years from which funds can be designated to specific projects.

#### Statement of trustees' responsibilities

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

The law applicable to charities in England and Wales require the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income resources and application of resources of the charity 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;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards 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 operation.

The trustees are responsible for keeping proper accounting records that 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.

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES  
ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025**

I report to the trustees on my examination of the accounts of Petersfield Community Association for the year ended 31 March 2025.

**Responsibilities and Basis of Report**

As the trustees of the Charity you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 (“the Act”).

I report in respect of my examination of the Charity’s accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed 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 material 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 130 of the 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

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

G R Beer MA FCA  
4, Chilgrove House  
Marden Way  
Petersfield, Hampshire GU31 4PU

2025

**PETERSFIELD COMMUNITY ASSOCIATION**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025**

	<b>2025.....</b>				<b>2024.....</b>			
Note	Unrestricted Funds £	Restricted Funds £	Endowment Fund £	Totals 2025 £	Unrestricted Funds £	Restricted Funds £	Endowment Fund £	Totals 2024 £
<b>Incoming Resources</b>								
Hiring	64,063	0	0	64,063	57,777	0	0	57,777
Storage	1,908	0	0	1,908	1,872	0	0	1,872
Vending	577	0	0	577	520	0	0	520
Fund Raising	1,986	0	0	1,986	2,465	0	0	2,465
Grants and other Income	1,385	719	0	2,104	1,277	1,000	0	2,277
Interest	7,141	0	0	7,141	1,291	0	0	1,291
Legacy & Donations	360	1,000	0	1,360	257	0	0	257
Damage Account	120	0	0	120	120	0	0	120
Total resources incoming	<u>77,540</u>	<u>1,719</u>	<u>0</u>	<u>79,259</u>	<u>65,579</u>	<u>1,000</u>	<u>0</u>	<u>66,579</u>
<b>Resources Expended</b>								
Vending	483	0	0	483	344	0	0	344
Fund Raising	0	0	0	0	13	0	0	13
M & R Internal	2,643	719	0	3,362	2,685	1,000	0	3,685
M & R External	1,472	0	0	1,472	2,294	0	0	2,294
Projects	20,841	1,000	0	21,841	7,755	0	0	7,755
Licences & Subscriptions	(1,212)	0	0	(1,212)	1,561	0	0	1,561
Salaries & Wages	37,372	0	0	37,372	34,289	0	0	34,289
Overheads	13,532	0	0	13,532	10,771	0	0	10,771
Total resources expended	<u>75,131</u>	<u>1,719</u>	<u>0</u>	<u>76,850</u>	<u>59,712</u>	<u>1,000</u>	<u>0</u>	<u>60,712</u>

**PETERSFIELD COMMUNITY ASSOCIATION**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025 (Continued)**

	<b>2005</b> -----				<b>2004</b> .....			
Note	Unrestricted Funds £	Restricted Funds £	Endowment Fund £	Totals 2025 £	Unrestricted Funds £	Restricted Funds £	Endowment Fund £	Totals 2024 £
<b>Net Incoming resources / (resources expended)</b>	2,049	0	0	2,409	5,867	0	0	5,867
Transfer between funds	0	0	0	0	0	0	0	0
Funds brought forward at 1 April 2023	138,221	0	1,253,385	1,391,606	132,354	0	1,253,385	1,385,739
Funds carried forward at 31 March 2024	<u>£140,630</u>	<u>0</u>	<u>£1,253,385</u>	<u>£1,394,015</u>	<u>£138,221</u>	<u>0</u>	<u>£1,253,385</u>	<u>£1,391,606</u>

**PETERSFIELD COMMUNITY ASSOCIATION**  
**BALANCE SHEET**  
**AS AT 31 MARCH 2025**

		<b>2025</b> .....				<b>2024</b> .....			
	Note	Unrestricted Funds £	Restricted Funds £	Endowment Fund £	Totals 2025 £	Unrestricted Funds £	Restricted Funds £	Endowment Fund £	Totals 2024 £
<b>Fixed Assets</b>									
Tangible Assets	2	0	0	1,253,385	1,253,385	0	0	1,253,385	1,253,385
Investments – Flagstone		128,266	0	0	128,266	130,616	0	0	130,616
Total Fixed Assets		<u>128,266</u>	<u>0</u>	<u>1,253,385</u>	<u>1,381,651</u>	<u>130,616</u>	<u>0</u>	<u>1,253,385</u>	<u>1,384,001</u>
<b>Current Assets</b>									
Debtors and prepayments		1,234	0	0	1,234	1,239	0	0	1,239
Petty Cash		95	0	0	95	42	0	0	42
NatWest Current Account		13,023	0	0	13,023	9,728	0	0	9,728
Total Current Assets		<u>14,352</u>	<u>0</u>	<u>0</u>	<u>14,352</u>	<u>11,009</u>	<u>0</u>	<u>0</u>	<u>11,009</u>
<b>Creditors</b> Amounts falling due within one year	9	(1,988)	0	0	(1,988)	(3,404)	0	0	(3,404)
<b>Net Current Assets</b>		<u>12,364</u>	<u>0</u>	<u>0</u>	<u>12,364</u>	<u>7,605</u>	<u>0</u>	<u>0</u>	<u>7,605</u>
<b>Net Assets</b>		<u>£140,630</u>	<u>0</u>	<u>£1,253,385</u>	<u>£1,394,015</u>	<u>£138,221</u>	<u>£0</u>	<u>£1,253,385</u>	<u>£1,391,606</u>
<b>The Funds of the Charity:</b>									
Unrestricted Funds	8	140,630	0	0	138,221	138,221	0	0	138,221
Restricted Funds		0	0	0	0	0	0	0	0
Endowment Fund	8	<u>0</u>	<u>0</u>	<u>1,253,385</u>	<u>1,253,385</u>	<u>0</u>	<u>0</u>	<u>1,253,385</u>	<u>1,253,385</u>
<b>Total Charity Funds</b>		<u>£140,630</u>	<u>0</u>	<u>£1,253,385</u>	<u>£1,394,015</u>	<u>£138,221</u>	<u>£0</u>	<u>£1,253,385</u>	<u>£1,391,606</u>

We approve the attached accounts and confirm that we have made available all relevant records and information for their preparation.

Mr M.Park - Chairman ..... 2025

Mrs.J.Broadhead

– Treasurer

..... 2025

The notes on pages 14 to 17 form part of these accounts.

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025**

**1.Accounting Policies**

**(a)Basis of preparation and assessment of going concern**

The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP):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) issued on 16 July 2014 and the Charities Act 2011.

The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the charity is responsible in law.

The charity constitutes a public benefit entity as defined by FRS 102

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

**(b)Reconciliation with previous Generally Accepted Accounting Practice**

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed. No restatements were required.

**(c)Income Recognition**

All income and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the charity is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

**(d)Expenditure Recognition**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the charity. All other expenditure is generally recognized when it is incurred and is accounted for gross.

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025 (Continued)**

(e) Tangible Fixed Assets

The Freehold Property being The Centre in Love Lane, Petersfield and adjoining land was transferred at nil cost from PCA Land Trustees. The Trustees had revalued The Centre at its insurance value in 2020 and it is now included as an Endowment Fund in the Balance Sheet. The land adjoining The Centre has not been revalued as a value for it has been unobtainable.

The Trustees consider that as The Centre property and adjoining land has a high residual value there is no need to charge depreciation on it in the year. This position will be reviewed at each year end in future.

(f) Pensions

The Charity has registered with NEST and employees have joined the defined contribution “money purchase” scheme and the charity’s contributions are shown in Note 3.

**2. Tangible Assets**

	Freehold Property £
Cost or estimated cost at 1 April 2024	1,253,385
Addition	0
Revaluation	0
At 31 March 2025	<u>1,253,385</u>
Accumulated depreciation at 1 April 2024	0
Charge for the year	0
At 31 March 2025	<u>0</u>
Net book value at 31 March 2025	<u>£1,253,385</u>
Net book value at 31 March 2024	<u>£1,253,385</u>

**3. Taxation**

The Trust is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025 (Continued)**

**4. Analysis of employee costs**

	2025 £	2024 £
Salaries	37,158	34,064
Staff Pension costs	214	225
Social Security Costs	0	0
Total	<u>£37,372</u>	<u>£34,289</u>

No employee received emoluments of over £60,000 during the year (2024 – nil).

Average number employees for the year was 4 (2024 - 4).

Average number of full-time equivalent employees for the year was 2 (2024 – 2).

**5. Legal and Professional costs**

	2025 £.	2024 £
Independent Examiner's Fees	420	420
Licenses	<u>(1,648)</u>	<u>1.162</u>

**6. Donated Services**

The trustees receive no remuneration for their services.

**7. Commitments**

The trustees have committed to and authorized a £14,000 capital purchase at the year end.  
(2024- nil)

**8. Analysis of Fund Assets and Liabilities**

	Unrestricted Funds £	Restricted Funds £	Expendable Endowment Fund £	Total £
Tangible Fixed Assets	0	0	1,253,385	1,253,385
Investments	128,266	0	0	128,266
Current Assets	14,352	0	0	14,352
Current Liabilities	(1,988)	0	0	(1,988)
	<u>£140,630</u>	<u>£0</u>	<u>£1,253,385</u>	<u>£1,394,015</u>

The unrestricted funds of the charity may be applied for any charitable purpose at the discretion of the trustees.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025 (Continued)

**9.Creditors:** Amounts falling due within one year.

	2025 £	2024 £
Trade Creditors	0	1,298
Key Money	910	985
Advance Bookings	322	378
Accruals	756	743
	<hr/>	<hr/>
	£1,988	£3,404
	<hr/>	<hr/>

**PETERSFIELD COMMUNITY ASSOCIATION**

	2025	2024
<b>DEPARTMENTAL ANALYSES FOR THE YEAR ENDED 31 MARCH 2025</b>		
	£	£
<b>Hiring</b>		
Main Hall Community Hire	9,473	8,509
Main Hall Business Hire	11,525	11,241
Club Room Community Hire	7,356	6,692
Club Room Business Hire	5,867	3,937
Committee Room Community Hire	5,132	4,801
Committee Room Business Hire	2,332	2,697
Exhibition Room Community Hire	13,932	11,925
Exhibition Room Business Hire	6,435	6,036
Kitchen Hire	2,011	1,939
	<u>£64,063</u>	<u>£57,777</u>
<b>Fund Raising</b>		
East Hampshire Lottery	684	816
Music Evening	0	371
Easy Fund Raising	16	118
Eco Recycle	0	245
Inkjet Recycle	55	79
Amazon Smile	0	20
Card Sales	33	17
Books	773	692
Advertising TV Display	0	25
Community Fair	50	52
Other Income	105	0
Gift Aid Income	270	30
	<u>1,986</u>	<u>2,465</u>
Less: Fund Raising expenses	<u>0</u>	<u>(13)</u>
	<u>£1,986</u>	<u>£2,452</u>
<b>Grants and other Income</b>		
EHDC Lottery Grant	0	1,000
EHDC Community Grant	719	0
Southern Water Grant	0	0
Tesco Community Fund	0	0
Petersfield Town Council Grant	0	0
Equipment Hire	460	353
Photocopying and Telephone	16	39
Cancellations	0	70
Wayleave	265	265
Commissions	264	0
Sound System	380	550
	<u>2,104</u>	<u>2,277</u>

**PETERSFIELD COMMUNITY ASSOCIATION**

**DEPARTMENTAL ANALYSES FOR THE YEAR ENDED 31 MARCH 2025 (CONTINUED)**

	2025 £	2024 £
<b>M &amp; R Internal</b>		
Health & Safety	0	28
Window Cleaning	128	96
Contract Cleaning	0	46
Interior General	282	259
Committee Room Maintenance	670	181
Main Hall Maintenance	0	18
Exhibition Room Maintenance	0	230
Cleaning Materials	1,022	873
Toilets Maintenance	66	322
Boiler Maintenance	190	612
Cannon Hygiene	190	179
Electrical Legal	0	72
Electrical Spares & General	570	183
Equipment Specific	97	486
Kitchen Expenses	147	94
Sound System	0	6
	<u>£3,362</u>	<u>£3,685</u>
<b>M &amp; R External</b>		
Exterior General	73	633
External Works Car Park	0	618
External Decoration	0	2
Gardening	1,399	1,041
	<u>£1,472</u>	<u>£2,294</u>
<b>Projects</b>		
Redecoration	0	5,877
Replacement Furniture	1,781	0
CCTV Replacement	3,410	0
Roof Repairs	0	558
Solar Panels	16,650	0
Tree Works	0	1,320
	<u>£21,841</u>	<u>£7,755</u>

**PETERSFIELD COMMUNITY ASSOCIATION**

**DEPARTMENTAL ANALYSES FOR THE YEAR ENDED 31 MARCH 2025 (CONTINUED)**

	2025 £	2025 £	2024 £	2024 £
<b>Salaries &amp; Wages</b>				
Manager's Salary		13,367		13,734
Clerical		2,059		1,750
Centre Assistant		5,590		3,371
Caretaker's Salary		10,123		9,500
Assistant Caretaker's Salary		4,882		4,824
Handyman and Casual Labour		87		45
Payroll Expenses		1,050		840
Pension Contributions		214		225
		<u>£37,372</u>		<u>£34,289</u>
<b>Licences &amp; Subscriptions</b>				
Licences		(1,648)		1,162
Subscriptions		436		399
		<u>£(1,212)</u>		<u>£1,561</u>
<b>Overheads</b>				
<b>Security</b>				
Kestrel Guards	366		274	
CIA Intruder & Fire Alarms	1,047		901	
Insurance	<u>1,708</u>	3,121	<u>1,417</u>	2,592
<b>Post &amp; Communication</b>				
Website	144		144	
Postage & Carriage	0		3	
Telephone and Broadband	810		878	
Internet Protection	<u>0</u>	954	<u>0</u>	1,025
<b>Office Expenses</b>				
First Aid	30		0	
Printing & Stationery	233		142	
Training Costs	37		166	
Travelling	49		23	
Office Expenses	169		15	
Staff Refreshments	101		134	
Hospitality	78		67	
IT Software Costs	<u>398</u>	1,095	<u>184</u>	731
<b>Electricity, Gas &amp; Water</b>				
Electricity	2,272		2,074	
Gas	2,598		894	
Water Rates	<u>2,342</u>	7,212	<u>2,521</u>	5,489
<b>Sundries</b>				
Council Tax	86		81	
Independent Examiner's Fee	420		420	
Planning Fees	310		0	
Bank Charges – Sum Up & CAF	61		214	
Volunteers Expenses	<u>273</u>		<u>219</u>	
		<u>1,150</u>		<u>934</u>
		<u>£13,532</u>		<u>£10,771</u>