

PETERSFIELD CLIMATE ACTION NETWORK
(Charitable Incorporated Organisation)

ANNUAL REPORT AND FINANCIAL
STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2024



PETERSFIELD CLIMATE ACTION
NETWORK
(PeCAN)

Charitable Incorporated Organisation

CHARITY REGISTRATION No: 1192778

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PETERSFIELD CLIMATE ACTION NETWORK
(Charitable Incorporated Organisation)

LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER	1192778
WORKING NAMES	Petersfield Climate Action Network (PeCAN)
DATE OF REGISTRATION	14th December 2020
START OF FINANCIAL YEAR	1 st April 2023
END OF FINANCIAL YEAR	31st March 2024
TRUSTEES AS AT 5 NOVEMBER 2024	Louise Bevan Elizabeth Bisset Peter Carver (treasurer) Greg Ford (chair) Andrew Lee (appointed April 2024) Gethin Morgan-Owen (appointed Dec 2023) Peter Moss Melanie Oxley Rachel Ritchie (appointed Oct 2023) (Russell Oppenheimer resigned July 2024) (Suzie Wilde appointed Oct 2023, resigned June 2024) (Tom Barnett resigned Dec 2023) (Matthew Warner resigned Nov 2023) (John Palmer resigned Jul 2023)
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	Petersfield Town Council, 24 Heath Road, Petersfield, GU31 4EA
PRINCIPAL OFFICE AND CORRESPONDENCE ADDRESS	The Hanger Room, Petersfield Library, 27 The Square Petersfield, GU32 3HH. Phone: 01730719792 Email: hello@petersfieldcan.org Website: https://petersfieldcan.org
BANKERS	Co-operative Bank
INDEPENDENT EXAMINER	Fiona Armitage

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2024

Trustees present PeCAN's third annual report and accounts, covering the 12 months from 1 April 2023 to 31 March 2024. Our charity's aim is to reduce carbon emissions and to protect nature in our area, which we do by engaging with local communities in practical and constructive ways. We have had a busy and successful year and the trustees are grateful for the hard work of the many people who have volunteered, worked and helped to fund our activities during this year. The highlights include:

- launching a successful schools outreach programme that reached 750 students across 7 schools.
- organising or participating in more than 100 community events
- organising the Petersfield Tree Festival and Hedgefest with 70 volunteers and 600 attendees, at which more than 1000 subsidised trees and 2.7km of free hedging were distributed to residents
- completing a successful retrofit advice pilot with partners WinACC and NEF, in which more than 300 households received whole house retrofit plans and £120,000 of capital grants were distributed to homeowners for measures such as solar panels and insulation
- contributing to ambitious redrafts of the climate and environment strategies at both District and Town councils

More detail and photos follow.

SCHOOLS AND YOUTH OUTREACH

PeCAN has developed a successful school and youth outreach programme, which is being expanded as it goes into its second year.

The delivery team comprises PeCAN trustee and project lead Rachel Ritchie and professional climate educator Scott Gudrich, with support from PeCAN staff and DBS checked volunteers.

For the academic year 23-24, the team developed materials for a choice of two half-day conferences, focussing on carbon emissions and water scarcity, for years 3-8.

During the financial year we delivered workshops to 620 pupils, and assemblies to an additional 130 pupils, across seven schools. By the end of the academic year this had grown to a total of 1,400 pupils across 10 schools.

The resources were shared with ACAN and subsequently an additional 180 children in Alton area schools have been involved in the learning developed by PeCAN. ACAN have also used assembly materials with youth groups e.g. cubs (around 40 at a time, twice). We also attended a STEAM fair at Ditcham Park and engaged with 111 students on our stall.

In addition to the schools outreach, we were joined for a week by Bohunt Sixth Form student Daniel Meech for work experience. Daniel enjoyed a busy week assisting at events, attending meetings, and working on our website. He has written a brilliant [blog](#) post about his experiences.

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2024 (Cont.)

A teacher from Droxford said *"Everyone loved it and learnt a lot... Feedback was positive, the children learnt a lot and enjoyed the activities. They made some good links to what they learnt in their Science"*.

The head of Camelsdale said *"I write to say a huge 'THANK YOU' to you all for your recent Climate Change workshops, assembly and presentations at Camelsdale Primary School ... The sessions were well organised and led by a team of knowledgeable and passionate people who had the skills to interact well with the children The impact on these two half day sessions supports our work as we nurture tomorrow's grown-ups! Regular sessions such as these, led by passionate experts, really help. Thank you. We would thoroughly recommend other schools and organisations connect with PeCAN"*.

COMMUNITY AND BUSINESS OUTREACH

PeCAN volunteers and staff organised or participated in more than 100 community events and actions during the year, as detailed below.

Weekly Eco-Café – the Eco-Café continues to be held in Winton House every week and monthly in the evenings at the Square Brewery. It normally attracts around a dozen people including newcomers and often results in useful connections and new initiatives. The Eco Café celebrated its second birthday in May 2024.

Stalls at festivals, fairs, markets:

PeCAN participated in a number of festival, fairs and markets during the year, including:

April	Buriton B-Earth day
May	South Downs Green fair and Petersfield Spring Festival
June	Ram's Walk during National Volunteers Week. Great Big Green Week ran from 10th -18th June (versus Sep last year). PeCAN worked with other community groups to organise a programme of fourteen events, two a day, including walks, bike rides, talks, jewellery repair, nappy library demo, film screening, community meals and the CARRR boot sale (for the full programme, see https://petersfieldcan.org/events/2023/06/great-big-green-week-in-petersfield). Also a Stall at PTC's CARRR Boot Sale
July	Alton Eco Fair, Petersfield litter pick and a Stall at PTC's CARRR Boot Sale
August	South Downs Show and a Stall at PTC's CARRR Boot Sale
September	Toy Swap at Winton House
October	Petersfield litter pick and Apple Day at Blackmoor estate
January	Christmas present exchange at Winton House

We continue to network with other local climate action groups and attend the quarterly "CAN-do" meeting to share best practices.

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2024 (Cont.)

Business engagement

PeCAN sponsored the first ever “Green Business of the Year” award at the Petersfield Awards, developing judging criteria and promoting the award to businesses over the summer. At the awards event at Churchers College on 19 October 2023 the winner was local refill shop Refill and Replenish, other nominees were Umbhost Limited, Little Leaf Play Cafe, and Juniper. PeCAN staff met with SDNPA's Sustainable Business Strategy Lead in December 2023 to discuss SDNPA's part of the prize for Refill & Replenish. For a short write-up, see <https://petersfieldcan.org/news-blog/2023/10/refill-and-replenish-wins-green-business-of-the-year>

PeCAN signed a short MoU (running to March 2024, since extended) with SDNPA to promote the park's green accreditation scheme, Green South Downs, and is promoting it to local businesses.

PeCAN trustee Greg Ford met with EHDC staff in November 2023 to discuss ways to support EHDC's sustainable business work, including offering support with carbon footprinting. Volunteer Linda Tipple and trustee Greg Ford attended EHDC's business breakfast on 9 Feb 2024 to speak about sustainable business practices and Linda is offering free carbon footprint consultations to local businesses as a gateway to Green South Downs accreditation.

Talks and presentations

We organised, hosted or presented at a number of events during the year including;

- to staff and councillors at EHDC, PTC, SDNPA and HCC throughout the year.
- Ahead of the local elections in May 2023, PeCAN and ACAN speakers gave presentations to each of the Conservative, Lib Dem, Green and Labour political groups to raise the profile of national policy ideas that could have a big local impact.
- PeCAN trustee Matthew Warner gave a public talk on carbon capture and storage.
- We co-hosted a public meeting “Is Petersfield prepared for the next heatwave?” to a capacity audience. PeCAN trustees Peter Moss and Melanie Oxley subsequently spoke at ACAN's event, ‘Is Alton Prepared For The Next Heatwave?’.
- PeCAN conducted, and trained five volunteers to conduct, 17 thermal imaging surveys for households when weather conditions permitted and lent the equipment to other householders between December 2023 and March 2024.
- PeCAN trustee Greg Ford spoke to Hangers Environmental Network (HEN) in Hawkley about green finance.

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2024 (Cont.)

Communications

The monthly newsletter has continued to grow with healthy read and open rates (55-65% of newsletters opened and 5-10% of further information links clicked), and subscriber numbers of just over 1200 at our financial year-end. Our Facebook and Instagram sites are updated regularly and have more than 1000 followers between them.

We launched an updated and re-skinned website in September 2023, to freshen up the look and allow more functionality, including the abilities to search for content and to take payments for projects such as the fruit tree project, where the public contribute towards the cost of their trees. PeCAN added new sections to its website on Nature Recovery, along with Home Energy and Business Engagement and continue to add regular blog posts to the website, averaging 3-6 posts per month.

PeCAN staff and volunteers were interviewed several times during the year by Petersfield Shine Radio.

ENGAGING WITH NATURE RECOVERY

Following the recruitment in February 2023 of a new trustee, Melanie Oxley, a wildlife campaigner and ecologist, the new workstream "Engaging with Nature Recovery" was established. This has the aim of connecting local residents to nature and conserving and enhancing biodiversity in Petersfield and the surrounding area. Three areas of focus were chosen: residents' gardens, communal land and agricultural land. During the year, PeCAN organised several talks and a workshop on gardening for wildlife, encouraging residents to tidy less in their gardens and adopt features and plants to encourage more insects, birds, small animals and wild flowers. The Swift Streets project initiated by a resident was another way for residents to help nature and following several talks organised with Hampshire Swifts, over 100 swift boxes were installed on properties across Petersfield and the surrounding villages. An informative paper for local authorities was prepared dispelling myths about the increased risk of wildfire in wildflower meadows, and the mowing of verges and use of pesticides by local authorities was monitored. Both a bat walk and a dawn chorus walk were organised and as part of Petersfield Walking Festival, a walk took place in June during Green Week to Noar Hill Nature Reserve, and showcased exemplary regeneratively farmed land on the Blackmoor Estate, as part of The Selborne Landscape Partnership. A talk in February from an organic farmer from Hambledon, part of the South Downs Farm Cluster, proved popular with residents.

Other events included;

- PeCAN joined members of Adhurst Allotments for a Hay Day at the Community Orchard in September 2023
- PeCAN organised a "Gardening in a Climate and Nature Crisis" talk with Eco-Rother Action (ERA) in September and hosted a "Your Wildlife Garden" workshop in November 2023
- PeCAN hosted a talk at Petersfield Museum "Rushmere Farm to - steps towards Regenerative Farming" in February 2024

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2024 (Cont.)

PETERSFIELD TREE FESTIVAL

PeCAN organised the first Petersfield Tree Festival, in collaboration with Petersfield Community Garden and the Tree Council, and with funding from the Tree Council and EHDC, which took place on 25 November 2023. The day provided an opportunity to learn about tree planting, training and pruning from experts. There were activities for children, seed, twig and leaf identification, expert advice, food and drink. For a blog with more details and photos, please see <https://petersfieldcan.org/news-blog/2023/12/petersfield-tree-festival-was-a-flourishing-success>.

A second event followed in February, Hedgefest, at which further trees were distributed taking the total to more than 1000, and almost 3km of hedgerow plants were given away free to the public, who also benefitted from hedge planting and maintenance advice. Approximately 70 volunteers helped to deliver the project, with volunteers from National Rail helping out on a team building day, and more than 600 people attended across the two events. See blog <https://petersfieldcan.org/news-blog/2024/03/tree-mendous-news-from-pecan>

RETROFIT ADVICE PROJECT COMPLETED SUCCESSFULLY

PeCAN completed its retrofit advice project in October. The project, funded by the National Energy Foundation and SDNP and delivered with WinACC and NEF, delivered over 300 whole house retrofit plans, and provided over £120,000 of capital grants to homeowners to install energy efficiency measures such as solar panels and insulation. If all of the recommended measures in the 300 plans are implemented, more than 2,700 tonnes of carbon would be saved annually and more than £250,000 would be saved annually on household fuel bills. The end of project report is available here: <https://petersfieldcan.org/media/x2da1aq0/hampshire-pilot-whole-house-retrofit-service-end-of-project-report.pdf>

Now that the SuperHomes project has concluded, we are focused on establishing a project to align all retrofit activities across Hampshire. The goal is to create a Retrofit Advice Service that brings together community groups, the Environment Centre, the Greening Campaign, and Community Energy South, with the support of Hampshire County Council and all of Hampshire's district councils. A number of potential funding sources have been identified, but none are committed yet. All support is welcome.

Peter Moss, a PeCAN trustee, has been asked by Hampshire County Council to chair a Retrofit Steering Group and a broader Retrofit Consortium Group with the goal of ensuring all groups interested in retrofit cross Hampshire stay engaged, share progress and keep each other informed.

ENGAGEMENT WITH STATUTORY BODIES

PeCAN's engagement with town and district councils during the year has contributed to ambitious redrafts of both councils' climate and environment strategies. We also contributed to a number of consultations and planning decisions during the year;

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2024 (Cont.)

- PeCAN trustee Peter Moss co-authored and published the 'East Hampshire Carbon Emissions' report on 7 September 2023 based on data from the Department for Energy Security and Net Zero to demonstrate where the carbon emissions in East Hampshire come from, highlighting transport, domestic energy and agriculture. The report influenced a more ambitious and impact-focussed redraft of EHDC's climate and environment strategy (since adopted). We presented the report and 10 key recommendations to stakeholders including at EHDC's Climate Change Community Meeting on 12th October 2023 at Penns Place, EHDC Climate Liaison Panel, to EHDC councillors, and to senior staff and planning officers at SDNPA. The report can be found on the [resources page](#) of our website.
- PeCAN trustee Greg Ford has worked with PTC's climate officer Jayde Turner and Petersfield Mayor JC Chrissie and Councillors Jamie Matthews and David Petché to help align the council's climate and environment strategy with that of the District Council and with national guidance. A draft motion proposing a new appendix to the existing strategy was submitted to the Council's Town Development Committee on 15 March 2024 (subsequently adopted).
- PeCAN lobbied EHDC councillors ahead of their successful 27th July 2023 vote to bring forward the council's climate target by 15 years to 2035.
- PeCAN published a detailed response to EHDC's draft Local Plan Reg 18 consultation in February 2024 and a blog encouraging members of the public to respond. PeCAN also provided comments for the Bramshott & Liphook draft Neighbourhood Development Plan Reg 16 consultation.
- PeCAN trustees and staff have met various times with EHDC green team leads Pennie Brown and Harriet Coombs to give feedback on the council's refreshed Climate Strategy and exchanged emails with EHDC Ecologist Julia Nethercott and EHDC climate lead Rob Mocatta.
- PeCAN Trustee Peter Moss attended the Hampshire County Council Expert Forum on climate change to present on retrofit goals.
- PeCAN made two presentations at SDNPA's Partnership Meeting on 7 July 2023.
- PeCAN teamed up with The Petersfield Society to present a paper to PTC in May 2023, 'The compatibility of wildflower meadow areas and wildfire risk in Petersfield parish'
- PeCAN trustees and volunteers in May 2023 prepared a Count of Pedestrians Using the Shared Footpath & Cycleway Near Tesco in Petersfield to support a planning objection to a Timpson's Pod that would obstruct the pathway. The planning application was withdrawn and a request made to protect the pathway on HCC's definitive map.
- PeCAN contributed to HCC's Hampshire Minerals and Waste Plan consultation in January 2023.

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2024 (Cont.)

STAFF/VOLUNTEER WELLBEING

PeCAN trustees agreed a Volunteers Policy to help us manage and care for volunteers, updated our Health & Safety and Lone Working and Safeguarding policies with new content on risk assessments and DBS checks, and issued training guidelines for staff and volunteers to access training budgets for skills and eco-anxiety.

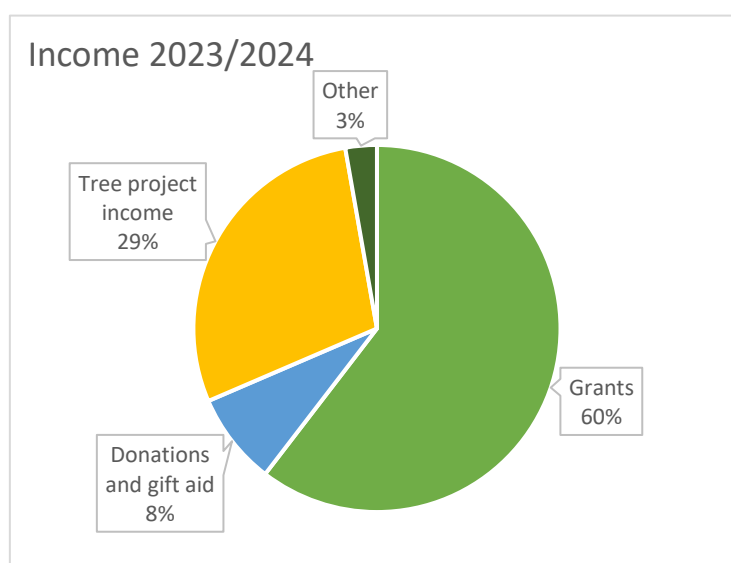
By word of mouth, online promotion, and hosting a stall in Ram's Walk during National Volunteers Week, PeCAN recruited a few new volunteers to help with public engagement including stalls, thermal imaging, Eco-Café. We have investigated and started to implement a volunteer management IT platform called Better Impact.

IMPACT OF ACTIVITIES

We undertake public engagement activities with the aim of helping to inform, motivate, and enable people to make changes to their properties, transport and consumption habits that will reduce carbon emissions and protect nature. Trustees assessed the effectiveness of our activities at an offsite meeting in February 2024 and identified areas for improvement including to recruit more volunteer teaching assistants and engage more with schools in Petersfield town, to implement a volunteer management IT platform (Better Impact), and to revamp our communications to reach new groups. Trustees and staff have since received training in strategic campaigning and values-based messaging.

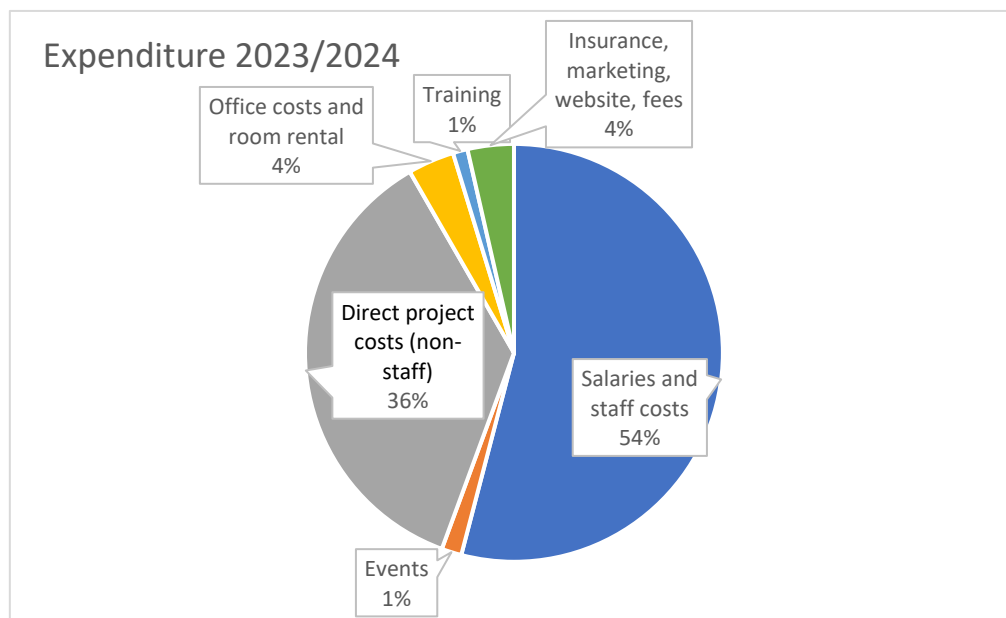
FINANCIAL REVIEW

Funding for PeCAN's work in the year came in the form of grants from South Downs National Park, East Hampshire District Councillors and Petersfield Town Council and contributions from the National Energy Foundation to carry out the Superhomes retrofit project. These totalled £63,282 in year. Donations and gift aid tax relief added £8,497. In addition, the highly successful "Fruit tree in every garden" project generated income of £30,043.



TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2024 (Cont.)

These grants and support payments allowed us to employ four part time members of staff to coordinate and deliver PeCAN's projects and maintain an office in the Petersfield Library. The office provides a space for staff to meet and a venue for members of the public and contributors to contact us for advice and discussions on current and future projects. Expenditure on staff, the office and charitable activities, including the trees project, was £90,908.



Charity funds at 31st March 2024 stood at £37,224. Of this £24,965 was in the form of restricted funds provided by contributors and earmarked for specific activities which have not yet been delivered.

PeCAN's own reserves were £12,259. Trustees have a reserves policy (see Note 1 to the financial statements) 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.

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.

There were no personal benefit or payments involving trustees, within the meaning of section 222 of the Charities Act 2011.

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2024 (Cont.)

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.

Approved by the Trustees on:

5th November 2024



Signed on their behalf by:

Name:

Gregory Ford

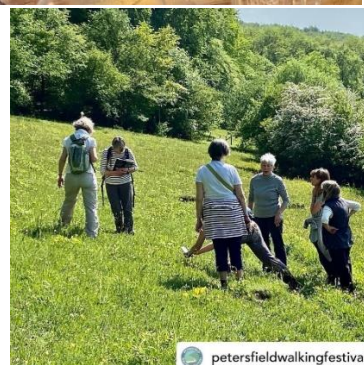
Chair of Trustees

PETERSFIELD CLIMATE ACTION NETWORK
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PHOTOS APRIL 2023 TO MARCH 2024



- Eco-Café and Eco-Pub
- Nature walk
- Dawn chorus walk
- Christmas Present Exchange
- Petersfield Awards and Business Breakfast



PETERSFIELD CLIMATE ACTION NETWORK
(Charitable Incorporated Organisation)

PHOTOS APRIL 2023 TO MARCH 2024 (Continued)



- Hay Day at Community Garden
- Litter Pick
- Market stalls
- Swifts talk and swift box

PETERSFIELD CLIMATE ACTION NETWORK
(Charitable Incorporated Organisation)

PHOTOS APRIL 2023 TO MARCH 2024 (Continued)



Petersfield Tree Festival
and Hedgefest

PETERSFIELD CLIMATE ACTION NETWORK
(Charitable Incorporated Organisation)

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2024

	Note	Unrestricted funds £	Restricted funds £	Total funds 2023 £	Unrestricted funds £	Restricted funds £	Total funds 2024 £
Incoming resources	3						
Income and endowments from:							
Donations		3,176	-	3,176	8,274	223	8,497
Charitable activities		500	82,953	83,453	500	92,826	93,326
Other		-	-	-	286	2,618	2,904
Total		3,676	82,953	86,629	9,060	95,667	104,727
Resources expended	4,6						
Expenditure on:							
Raising funds		-	-	-	-	-	-
Charitable activities		(920)	(80,820)	(81,740)	(1,270)	(90,908)	(92,178)
Governance costs		(250)	-	(250)	(1,460)	-	(1,460)
Total		(1,170)	(80,820)	(81,990)	(2,730)	(90,908)	(93,638)
Net income/(expenditure)		2,506	2,133	4,639	6,330	4,759	11,089
Transfers between funds	5	169	(169)	-	(158)	158	-
Net movement in funds		2,675	1,964	4,639	6,172	4,917	11,089
Reconciliation of funds:							
Total funds brought forward		3,412	18,084	21,496	6,087	20,048	26,135
Total funds carried forward		6,087	20,048	26,135	12,259	24,965	37,224

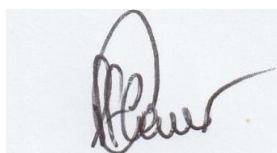
PETERSFIELD CLIMATE ACTION NETWORK
(Charitable Incorporated Organisation)

STATEMENT OF FINANCIAL POSITION
AS AT 31ST MARCH 2024

	Note	Unrestricted funds £	Restricted income funds £	Total 2023 £	Unrestricted funds	Restricted income funds	Total 2024
Fixed assets							
Tangible assets	7	-	-	-	-	-	-
Investments	7	-	-	-	-	-	-
Total fixed assets		-	-	-	-	-	-
Current assets							
Debtors	9	49	11,808	11,857	-	505	505
Cash at bank and in hand	8	6,463	10,861	17,323	12,509	49,917	62,426
Total current assets		6,512	22,669	29,180	12,509	50,422	62,931
Creditors: amounts falling due within one year							
	10	(425)	(2,621)	(3,045)	(250)	(17,689)	(17,939)
Net current assets		6,087	20,048	26,135	12,259	32,733	44,992
Total assets less current liabilities		6,087	20,048	26,135	12,259	32,733	44,992
Creditors: amounts falling due after one year							
	11	-	-	-	-	(7,768)	(7,768)
Total net assets		6,087	20,048	26,135	12,259	24,965	37,224
Funds of the Charity							
Restricted income funds		-	20,048	20,048	-	24,965	24,965
Unrestricted funds		6,087	-	6,087	12,259	-	12,259
Total funds		6,087	20,048	26,135	12,259	24,965	37,224

Approved by the Trustees on:

5th November 2024




Signed on behalf of Trustees:

Name

Peter Carver

Gregory Ford

Position

Trustee

Trustee

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

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 that given current and committed grant funding to March 2025, 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 31ST MARCH 2024

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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PETERSFIELD CLIMATE ACTION NETWORK
(Charitable Incorporated Organisation)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2024

2. TANGIBLE FIXED ASSETS

The CIO held no fixed assets during the year. (31st March 2023: None)

The annual commitments under non-cancelling operating leases and capital commitments are as follows:
31st March 2024: None (31st March 2023: None)

3. INCOMING RESOURCES

	Unrestricted funds	Restricted income funds	Total funds 2023 £	Unrestricted funds	Restricted income funds	Total funds 2024 £
Donations and Grants						
Donations and gifts	2,186	-	2,186	7,432	223	7,655
Gift aid received	990	-	990	842	-	842
Grants	500	55,759	56,259	500	62,782	63,282
Total	3,676	55,759	59,435	8,774	63,005	71,779
Charitable Trading Activities						
Events	-	1,291	1,291	-	-	-
Tree Planting	-	20,574	20,574		30,043	30,043
Other		5,329	5,329	286	2,619	2,905
Total	-	27,194	27,194	286	32,662	32,948
TOTAL INCOME	3,676	82,953	86,629	9,060	95,667	104,727

PETERSFIELD CLIMATE ACTION NETWORK
(Charitable Incorporated Organisation)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2024

4. RESOURCES EXPENDED

	Notes	Unrestricted funds	Restricted funds	Total 2023	Unrestricted funds	Restricted funds	Total 2024
a): Expenditure on Charitable activities:				£			
Salaries	6	-	48,685	48,685	-	50,363	50,363
Other staff costs		11	453	464	52	207	259
Office costs & room rental		68	3,928	3,996	115	3,251	3,366
Liability insurance		-	595	595		703	703
Marketing		142	3,606	3,748		778	778
Website costs	-		1,302	1,302		496	496
Events		664	1,017	1,681	800	653	1,453
Projects		-	20,004	20,004		33,782	33,782
Professional fees		35	500	535	192	355	547
Other		-	730	730	111	320	431
Total expenditure		920	80,820	81,740	1,270	90,908	92,178
b:) Governance Costs							
Independent examination fee		250	-	250	250	-	250
Training					1,066	-	1,066
Trustee meetings		-	-	-	144	-	144
		250	-	250	1,460	-	1,460

PETERSFIELD CLIMATE ACTION NETWORK
(Charitable Incorporated Organisation)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2024

5. RESTRICTED & UNRESTRICTED FUNDS

2024	Balance at 1 Apr 23 £	Income	Expenditure	Transfers	Balance at 31 Mar 24 £
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
TOTAL RESTRICTED FUNDS	20,048	95,667	(90,908)	158	24,965
UNRESTRICTED FUNDS	6,087	9,060	(2,730)	(158)	12,259
TOTAL FUNDS	26,135	104,727	(93,638)	-	37,224

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

2023	Balance at 1 Apr 22 £	Income	Expenditure	Transfers	Balance at 31 Mar 23 £
Superhomes - Retrofit	2,660	43,171	(31,991)	-	13,840
South Downs National Park	10,754	16,667	(26,490)	-	931
Schools	-	-	(28)	28	0
Tree Planting	-	20,574	(20,377)	(197)	0
Eco Fair	2,500	1,291	(991)	-	2,799
Training	-	250	-	-	250
Website	0	1,000	(942)	-	58
Energy Monitoring	2,170	-	-	-	2,170
TOTAL RESTRICTED FUNDS	18,084	82,953	(80,820)	(169)	20,048
UNRESTRICTED FUNDS	3,412	3,676	(1,170)	169	6,087
TOTAL FUNDS	21,496	86,629	(81,990)	0	26,135

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2024

6. STAFF COSTS

6.1 Staff Costs

	2023	2024
	£	£
Salaries and wages	47,280	48,470
Social security costs		
Pension costs (defined contribution scheme)	1,405	1,893
Other employee benefits	-	-
Total staff costs	48,685	50,363

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

	2023	2024
	Number	Number
The parts of the charity in which the employees work	Fundraising	-
	Charitable Activities	4
	Governance	-
	Other	-
	Total	4

Staff are employed on part time contracts and the full time equivalent averaged 1.5 FTE in both years.

7. FIXED ASSETS

The CIO held no fixed assets or investments during the year (31st March 2023: None)

PETERSFIELD CLIMATE ACTION NETWORK
(Charitable Incorporated Organisation)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2024

8. CASH AT BANK AND IN HAND

	Unrestricted funds £	Restricted funds £	31 Mar 2023 £	Unrestricted funds £	Restricted funds £	31 Mar 2024 £
Cash in Hand	40	-	40	34	-	34
Cash at Bank	6,423	10,861	17,283	12,475	49,917	62,392
Cash at Bank and in Hand	6,463	10,861	17,323	12,509	49,917	62,426

9. DEBTORS

	Unrestricted funds £	Restricted funds £	31 Mar 2023 £	Unrestricted funds £	Restricted funds £	31 Mar 2024 £
Accrued Income	-	11,808	11,808	-	-	-
Undeposited funds	49	-	49	-	-	-
Prepaid Expenditure	-	-	-	-	505	505
Debtors	49	11,808	11,857	-	505	505

Accrued income represented time incurred on the Superhomes project which has been claimed from the National Energy Foundation and is awaiting payment.

10. CREDITORS: AMOUNTS FALLING DUE IN ONE YEAR

	Unrestricted funds £	Restricted funds £	31 Mar 2023 £	Unrestricted funds £	Restricted funds £	31 Mar 2024 £
Accrued expenditure	425	608	1,033	250	2,369	2,619
Deferred income	-	-	-	-	15,320	15,320
Advance re Retrofit project	-	2,012	2,012	-	-	-
Total	425	2,620	3,045	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.

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31ST MARCH 2024

11. CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR

	Unrestricted funds	Restricted funds	31 Mar 2023	Unrestricted funds	Restricted funds	31 Mar 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

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 have also examined 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 CIOs 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. 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 31ST MARCH 2024

**Report to the trustees and members of Petersfield Action Network on the accounts for
the year 1 April 2023 to 31 March 2024 as set out on pages 15 to 24.**

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

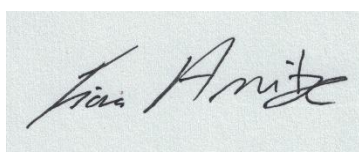
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures 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 Greenfields
Liss
Hampshire
GU33 7EJ



Dated 5th November 2024