## Pecan

(A Charity Company Limited by Guarantee, company number 2394165)

## **Audited Financial Statements**

and

## **Trustees' Report**

## for the year ended 31 March 2015

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# Charity Information for the year ended 31 March 2015

Pecan is a company limited by guarantee and a registered charity governed by its memorandum and articles of association. The directors of the charity are its trustees for the purposes of charity law and throughout this report are collectively referred to as the trustees.

Charity name:	Pecan	
Company registration number:	2394165 England & Wales	
Charity registration number:	801819	
Principal and registered office:	121A Peckham High Street Peckham London SE15 5SE	
Trustees who held office during the year:	Eelco Wiersma - Chair Aderemi Okeshola - Vice chair John Willis Anne Marie Yiannis - Kallika Paul Jones	- deceased 27th April 2015
Secretary:	Chris Price	
Senior Management:	Chris Price - Executive Director	
Senior Statutory Auditor:	Anthony Armstrong FCA Armstrong & Co Chartered Accountants & Statutory Audu 4a Printing House Yard Hackney Road London E2 7PR	itors
Solicitors:	<b>Grant Saw</b> 110-114 Norman Road Greenwich London SE10 9EH	
Bankers:	Barclays Bank plc United Kingdom House 180 Oxford Street London W1D 1EA CCLA Senator House 85 Victoria Street London EC4V 4ET	

The Trustees of Pecan present their report together with the financial statements for the year ended 31 March 2015.

#### Principal activity

The principal activity of the charity in the year under review was that of the provision of information, advice and guidance, training and assistance to unemployed persons, people from disadvantaged communities and ex-offenders.

#### Trustees

The Trustees of the charity who held office during the year are disclosed on page 3.

#### Structure, Governance and Management

#### **Governing Document**

Pecan is a charitable company limited by guarantee, incorporated on 12 June 1989 and registered as a charity on 21 July 1989. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

#### **Recruitment and Appointment of Members and Trustees**

#### 1. Members

- a. Membership will be open to all churches that can sign and continue to affirm the Churches Together Statement of Faith and whose principal place of worship is situated in Peckham and/or the London Borough of Southwark
- b. Once accepted for membership a senior church leader ("SCL") from each member church ("Member Church") will be invited to be the representative from their Member Church. They shall be entitled to nominate in writing a different person ("Substitute") from their Member Church to attend meetings and vote on behalf of the Member Church. Neither any SCL nor any Substitute may be employed by Pecan
  - Members will be invited to an annual meeting. The annual meeting must include Pecan's Annual General Meeting
  - And may include:-
  - A speaker invited to talk about an area of social action and a Christian response
- A forum session to discuss Christian social action in Southwark

The members of the company act as guarantors to the liability of £1 each.

#### 2. The Board of Directors

The Directors of Pecan are also Trustees of the Charity.

The Board meet quarterly and in a number of sub-committees; they set policy and direction for the charity, and oversee the work of the Executive Director.

All the directors are Christians and church members of good standing; they help Pecan to maintain its Christian ethos and are not remunerated.

The Board of Directors ('The Board') are made up of members who have experience and expertise relating to Pecan's work in providing training and support for the marginalised and unemployed. The Board may appoint any member of the Company or any other suitable person, either as a replacement of a member or as an additional member to the Board. Such appointments must be confirmed by election at the next Annual General Meeting. Appointment of the Secretary is the Board's function.

New trustees are recruited by advertising through newsletters to our member and supporter network. The skills and mix of current trustees are regularly analysed and we try to recruit trustees with complementary skills and backgrounds.

The Board may delegate its powers to sub-committees consisting of members of the Board who have expertise in that particular area of management. All proceedings and decisions of the sub-committee are reported back to the Board's next meeting.

New trustees participate in a full induction programme upon appointment.

#### 3. Senior Management

The day to day management of the charity is the responsibility of the Executive Director who is appointed by the Board.

#### **Operational Structure**

All programs of work are managed by project managers. Senior management provides support and oversight of projects, and ensures that standards are maintained across the organisation. Senior management also takes the lead on applying for new contracts and the strategic planning and monitoring of the organisation.

#### Pecan and other charities/organisations

In order to achieve Pecan's objects, the charity works in partnership with many local, national and international organisations and government agencies whilst retaining a prime focus on its neighbourhood within the London region.

#### **Risk Assessment**

The charity maintains and actively monitors its risk register. The register is presented to the Board at each quarterly meeting by the Executive Director; significant risks are identified and actions agreed and monitored at subsequent meetings.

A Health and Safety update is also presented to the Board at each quarterly meeting, along with any updates to related procedures and policies. Ellis Whittam PLC have been employed to manage health and safety on behalf of Pecan.

#### **Objectives and Activities**

#### Pecan's Charitable Objects

Pecan is governed by its Memorandum and Articles of Association. These state that Pecan's objects are:

- (a) To advance the Christian religion.
- (b) The relief of unemployment for the benefit of the public in such ways as may be thought fit, including providing training and other assistance to help people find employment.
- (c) The relief of poverty in particular among unemployed people.
- (d) To preserve and protect the physical environment for the benefit of the public by the promotion of waste reduction, re-use, reclamation and recycling and the use of recycled products.

#### Policies to further our Objects

Pecan is a Christian organisation with the vision to help transform the lives of those we work with, many of whom face seemingly insurmountable barriers to realise their dreams. These are vulnerable groups such as ex-offenders and their families, refugees and asylum-seekers, young people and the long term unemployed. We seek to enable each individual to achieve their full potential and through that to see the community they are a part of being transformed.

All our projects seek to address the multiple needs of our participants and work towards their social inclusion, through the development of holistic projects. We work in partnership with local churches supporting initiatives to meet the needs of the community, as well as seeking to be an advocate for those we work with by challenging inequality and injustice on a local and a national level.

Over the last 25 years, we have shown ourselves to be successful in working with many hard-to-reach groups within the communities we serve, delivering skills training and services to those in need. In addition, as a Christian organisation we are committed to outworking our core values through our relationships with all those with whom we interact.

We are committed to the outworking of our vision over the long-term in line with our organisational values:

- **Excellence** pursuing excellence in all we do, by providing the highest quality of service to best support our participants, staff and the community
- Empowering seeing the individuals and communities we work with empowered to make their own choices and affect their own situation
- **Equality and Diversity** celebrating diversity and ensuring equal access to our services for all participants regardless of race, colour, nationality, ethnic origin, religion, gender, sexual orientation, age or disability
- Prayer prayer is a key foundation on which all our work is established and is an integral part of our life together
- Pioneering pioneering projects that find new ways to address the needs of our participants and work towards their social inclusion
- Accountability transparency, participation and learning across all areas of our work both internally and externally
- Advocacy using our voice and standing alongside our participants and the local community to influence issues impacting them
- **Collaboration** achieving our vision through partnership with the local community, churches and other groups and organisations
- Sustainability protecting the environment, promoting health and encouraging ethical lifestyles through initiatives such as Fairtrade

#### Uniqueness

Our aim is to seek to serve people in a way that empowers them to gain control of their lives. Our heart continues to be in Peckham with outreach across the borough of Southwark and other communities in our great capital city.

The service people receive at Pecan is important. What is vital, though, is the experience they receive. We aim to meet people at various points in their life, whether they are looking for work, friendship, or support at a time of crisis, and to host a service that meets their needs. The vital part for us is how people are treated because needs can be more than just practical. Our strap line is built on more than the service we offer; it is built on people's experience of Pecan. Our aim is to demonstrate Kindness, Belief and Hope to everyone who comes into contact with Pecan.

#### Kindness

At Pecan, kindness means that people will be treated with honesty, compassion and fairness. It doesn't mean simply telling people what they want to hear; it means helping them to understand what needs to be said. Kindness brings reality to situations and supports people through their trauma, on whatever level, and helps them to deal with it. Kindness is keeping with people when times are tough rather than denying the situation.

#### Belief

At Pecan we never stop believing in the potential of every person. Everyone is unique. Everyone is loved. We aim to help people on a journey of self-belief to a place where they can see their value to the community around them. By helping people to see the good in themselves we can help them to achieve in the world.

#### Норе

Through kindness and belief we want Pecan to be an experience that inspires hope in people who use our projects or interact with our volunteers, staff, partners and visitors. It is through having hope that we can all focus on positive next steps in life.

#### Objects for the year

Our strategic objectives are:

- 1) To address the multiple needs of our participants and work towards their social inclusion, through the development of holistic projects.
- 2) To work with and support the local church in meeting the practical needs of the community
- 3) To challenge inequality and injustice on a local and national level, with and for our community.

#### Progress towards objectives

In the year under review Pecan continued to provide the same services for the whole year. Two services during the year changed contract and we had the opportunity to trial some new services.

During the year Pecan split its services into three areas of work which have been called the Pecan Pillars: Employment, Community and Resettlement. The table below gives the understanding of the work of each of the pillars. All projects that Pecan delivers fall into at least one pillar;



### Resettlement

#### **Moving On**

Funded by the Big Lottery, this project continued to grow in depth and reputation through the year. The Centre for Social Justice launched a report in April 2014 called Meaningful Mentoring http://www.centreforsocialjustice.org.uk/publications/meaningful-mentoringwhere Pecan was referred to as a 'The most impressive women's mentoring organisation' The aim of the project is to help young women in prison and then on release from prison to find new ways to desist from crime and move forward to overcome personal issues and set achievable goals with a mentor. With mentor support they can think through decisions and avoid the habits that had led them to being given a prison sentence. By the end of the year the project had supported 130 women. We have 114 women who have actively shown an interest in employment and training. Many of these have seen a significant change in their outlook in life with only 17.4% returning to prison compared with the national average for women in the same age group of 58%. The project has recently been awarded the prestigious mentoring and befriending associations APS (Approved Provider Standard).

"My mentor has helped me with the basics, i.e. helping me prepare for my release, visiting me in times of trouble and when I was feeling low and most importantly, she made me feel like I am worthy, can do better and change my life for good. She has shown me that there are truly decent beings left in this world."

Moving On Participant

#### Employment

#### **National Careers Service**

During this year the contract for National Careers Services came to an end and a new contract was launched. Prospects continued as the prime provider for both contracts. Pecan was successful in becoming a provider in the new contract. The new contract is being offered in a very different way. This has meant that we needed to re-profile the team and make three members of staff redundant in the process. The new shape to the team is settling into place and people are continuing to receive an essential service to move them back into employment.

"I didn't have a CV so the first thing we did was to create a CV and to talk about job search. We talked about covering letters and made one to upload onto Universal Job Match along with the CV..... I have gone from applying for one or two jobs a week to a minimum of five a day and I've had two interviews and was offered both jobs."

#### Southward Works

During the year Southwark Works Empower continued to support ex-offenders in Southwark to find employment. We also ran a 12 month project called Prime Plus which successfully supported residents aged over 50 to get back into work. Both of these projects under the Southwark Works umbrella have proved to be very successful and have surpassed targets in securing employment for our clients.

"I had never heard of disclosure before. Within 3 weeks of registering with Pecan, I attended three interviews, and I was offered a job as a hotel waitress. I will never forget the help received at Pecan."

Southwark Works Empower Participant

#### Ignition

Ignition has continued to recruit new churches during the year. We have trained 73 new volunteers through running 12 Train the Trainer courses. This has resulted in 12 churches and two community organisations actually delivering 24 job-search courses for those seeking work. Our partnership with Jericho Foundation in Birmingham has continued to increase the level of service provided to churches. In May we staffed a joint stall with the Cinnamon Trust at the Big Church Day Out. At this we were able to share the project with hundreds of church members, taking 140 enquiries over one weekend.

"Sometimes, the reason people don't have a job is because they are depressed and have low self-esteem. My role is to help people find self-belief and to change their attitude from, 'I can't' to 'I can and I will'. The Ignition programme has given me the chance to do this....Being involved as a volunteer and working with people who are struggling to get a job has inspired me to press on with my own training!"

New Volunteer Trainer

#### Community

#### Southwark Foodbank

During this financial year the number of people referred to Southwark Foodbank has dropped slightly. This has given us the opportunity to provide additional support to help people change their situation so that they no longer need food banks. With the reduction in numbers we are now able to tackle the root causes of their situation.

During the year we have been able to work alongside a number of companies including Barclays, Tesco, Carillion and Keepmoat who have been able to help us financially, with food and with practical support.

"I didn't know you helped people like me, I have been in this situation since August 2013 with no one else to turn to"

Foodbank client

#### HOurBank

During the year, HOurBank has initiated more group activities including a gardening group and walking group. They have also organised two Bring and Fix events and been involved in a variety of community events. Members have regularly expressed how HOurBank has helped them to become much more sociable and feel better about themselves.

HOurBank was proud to celebrate its 15th year of operating in Southwark.

"I enjoy finding out new things, which involves me talking to other people. Normally, I'd just be walking down main roads and streets to the shops, but there's so much other stuff to see. This takes you places you wouldn't normally go".

HOurBank member talking about the walking group

#### Peckham Traders Training

In the summer of 2014 we were able to run a short pilot programme in partnership with Peckham Vision and Rye Lane Traders Association. The aim of the programme was to help improve community relations between traders and customers in the Rye Lane area. With support from Trading Standards and Southwark Police we were able to survey customers and traders and then provide a series of training sessions for traders. These sessions were well received by the attendees. Sadly we have not been able to secure further funding to build on the initial work.

Additional to these services we have been working towards launching a new Social Enterprise that will provide training and work experience opportunities in the community. We have also been working with Southwark Council to secure new premises for the Southwark Foodbank. This has been a long, but fruitful process and should be opened later in the new financial year.

#### Who uses our services

During the year 2014 -15 Pecan has continued to work alongside groups of people who are considered to be in need or hard to reach. Our main focus has been on ex-offenders, people over 50, those affected by benefit changes, people with social isolation issues and people who are long term unemployed. All support is offered to our clients free of charge. Eligibility criteria are dictated by the funders, and so differ for each programme. Most services are targeted to meet the needs of specific disadvantaged groups. The majority of our programmes have a focus on supporting people within the London borough of Southwark, although some projects can take people from across London. As one of the main focuses of our work is supporting people into employment, the majority of our programmes are targeting people who are currently unemployed.

Pecan was formed as an expression of the work of the local churches. Therefore we consider it vital that we treat every client, employee, volunteer and stakeholder in a way which reflects the value they have in God's sight. We recognise that disadvantage and discrimination exist in society and Pecan is committed to striving to eliminate these inequalities. We aim to be fair, reasonable and just in all our responsibilities. To do this we will work within the framework of Kindness, Belief and Hope.

Pecan is committed to ensuring that no person or group of persons being recruited for or attending a Pecan course will be treated less favourably than any other person or group of persons because of their race, colour, ethnic or national origins, or because of their religion or belief, gender, sexual orientation, gender re-assignment, disability, appearance, age or marital status.

We consider that unemployed people, ex-offenders and those on low incomes are excluded from full participation in society. Pecan is committed to action that counteracts this exclusion. In particular, Pecan encourages and trains clients to gain control over their own lives. We intend to ensure requirements or conditions do not unfairly or unjustifiably limit access to services, jobs, or volunteering opportunities.

#### Statistics for projects 2014 - 2015

#### Gender

Male	46%
Female	54%
Not stated	0%
TOTAL	100%

#### Age

18-24	13%
25-49	56%
50+	31%
Not stated	0%
TOTAL	100%

#### Employment status

Employed/Self employed	21%
Unemployed	79%
Retired	0%
TOTAL	100%

#### Ethnicity

Asian	4%
Black	55%
Other	3%
Mixed	6%
White	31%
TOTAL	100%

\* All recorded information included - where information is unknown this has been removed

\* Statistics on children has not been included

#### Volunteering

Volunteers continue to provide an essential contribution to our work as a charity and our participants are able to benefit directly from the additional support and wider expertise volunteers can offer. Volunteers are involved in a wide range of our work, in terms of frontline contact with clients, delivering Foodbank services and helping with office tasks. Several key volunteers cover our reception and have therefore been the first point of contact for anyone contacting Pecan. We have also seen a significant number of people offering one-off volunteering at Foodbank collections across the borough. We would like to give a big thank you to all the people who have given their time freely to support our clients.

There were 119 volunteers working with the charity during the year in the following main categories:

20
41
47
3
8
119

#### Achievement and performance

The table below compares the number of supported clients over the three years to 2015. Some projects have seen an increase in numbers, while others have seen a decrease. The reasons for this vary, depending on the project:

- Southwark Works, due to a change in contract.
- HOurBank, due to inactive members being removed from the members register.
- Foodbank due to us providing more advice and signposting so that people were able to improve their situations and no longer needed to return to the project.

Dreigeto	Number o	Number of Clients Supported			
Projects	2012-13	2013-14	2014-15		
Information Advice & Guidance – Southwark Works (clients accessing the service)	144	220	119		
Information Advice & Guidance - National Careers Service (clients accessing the service)	1,954	2,027	2,181		
Foodbank (people fed)	3,308	4,506	3,729		
Moving On (Female ex-offenders)	50	74	123		
HOurbank (active members)	138	142	143		
Ignition (people trained and participants)	49	242	247		
Total Number of Clients Supported:	5,643	7,211	6,542		

#### Fundraising and facilities performance

During the year 2014 -2015, Pecan renewed contracts to deliver Information, Advice & Guidance (IAG) under National Careers Service as a subcontractor of Prospects. We also secured an additional one year with Southwark Council to deliver IAG as part of the Southwark Works partnership for people over 50 and for ex-offenders. We were successful with two bids to the London Borough of Southwark Community Capacity Fund for both Southwark HOurBank and Southwark Foodbank. Foodbank was also supported with funding from the council's Emergency Support Scheme. Moving On is funded by the Big Lottery and Ignition is funded through trust funds.

During the year we have continued to work with Felton Fundraising. We have paid £7,380 for their services during the year and for this they have secured for Pecan £49,200.

We received trust funding and voluntary donations towards our Foodbank and general expenditure including over £7,000 raised by volunteers Julian Kelly and Jane Round for completing the London Marathon.

#### Investment performance

Pecan invests reserve bank balances on deposit with a charity investment specialist. Interest earned is shown in the accounts. During the year Pecan opened an investment bond with CCLA to attain a better return on reserves.

#### **Financial Review**

#### Results for the year

The results of the period and financial position of the charity are shown in the annexed financial statements.

The Statement of Financial Activities shows that total income for the year was £787,031 and total expenditure incurred was £802,459 resulting in a deficit of £15,428. This deficit was offset by capital gains on investments of £17,926 resulting in a total surplus for the year of £2,498.

The balance of total unrestricted reserves at the end of the financial year was £893,891, which is a decrease of £11,557 since 2014.

#### Tangible fixed assets for use by the charity.

Fixed assets are set out in Note 15 to the accounts.

#### **Reserves Policy**

The trustees consider that a policy of holding a minimum of 6 months total expenditure as a general reserve is an appropriate target for the charity. At the end of the financial year we had 7 months' reserves.

#### Principal funding sources and how expenditure supports the charity's key objectives

Principal funding sources have been outlined above. With the exception of a few general donations, all income is attributed directly to the project to which it relates, and costs are similarly designated.

We seek to operate a full cost recovery calculation to enable general overheads to be met from the projects we operate.

#### Plans for future periods

With funding from Southwark Council's Transition Fund, Pecan was able to enlist the services of EY (formally Ernst and Young) to develop and implement an outcomes and impact assessment framework covering all aspects of Pecan's work and define Pecan's USPs. Over the past year, Pecan has continued to grow in terms of reputation, reach and financial security. This helped us to take a fresh look at the breadth of work we do and consider if we need to focus on one area or understand why we deliver such a variety of services. Our conclusion was that we see the experience of people in contact with Pecan to be the most important aspect, not the service provided. We have a heart for seeing change happen, not through radical processes or shock, but by getting alongside people and helping them to see the good in themselves. From this we have developed our new USPs of Kindness Belief Hope. The USPs are all about the experience of people interacting and getting to grips with their barriers rather than delivering a certain type of service.

Pecan is now concentrating on three areas of work; Community, Resettlement and Employment. All of our current projects fit under at least one of these headings, others could find a home in two or more. We consider ourselves to be a community organisation, working on behalf of the local churches and being a Christian witness in the locality. As we move forward, our aim is to stay relevant to the communities we are serving. To do this we need to develop our current projects and introduce new services which meet our aims and keep in line with our objectives.

Our locality is important to us. At the Annual General Meeting on 29th January we held our first 'Southwark Churches Conversation'. Matt Bird, the founder of the Cinnamon Network and James Nickols from Transforming Southwark gave presentations to the members on how churches are helping to transform communities through various forms of outreach that meet people at their point of need. Our aim with these annual conversations is to generate more discussion between churches about what can be done locally and how projects and networks can be given vitality by church members and leaders becoming active participants in the world outside their church.

As previously mentioned we are seeking to develop our services under the three strands of Community, Resettlement and Employment. This is to enable us to have focus whilst providing a holistic breadth of services.

#### Community

Within this area of outreach we are seeking to provide services that help bring people out of isolation and are of benefit to the locality. We are currently delivering two services under this area; Foodbank and HOurBank. While there is still a need for Foodbank we will seek to offer the best quality of service possible. This is a service that no one wants to access, it is a sign that you are not able to feed yourself or your family. We always aim to give people dignity in our service. Foodbank needs to be more than handing out food. We are going to become a partner in Trussell Trust's 'More than Food' initiative. This is where our staff and volunteers are trained to develop associated support such as food preparation skills, budgeting and understanding benefits. The aim is to move people away from the issues that led them to using Foodbank. Some of this change will involve developing relationships with people rather than just being a one-off place of support. This will need careful development as we try to ensure that people don't become dependent on foodbank support.

For HOurBank, the drivers for people coming to the service are very different to Foodbank. People choose to be members because they want to give and we want to encourage more people to take part. We do this in several ways, such as through Bring and Fix events, the gardening team or the walking group. We have also developed a Southwark wide partnership with Paxton Green Timebank and Time and Talents, Rotherhithe called Time 4 Southwark. The aim of this is to provide coordination of time banking opportunities and skills being shared across the borough.

Further developments under this area include the establishment of social enterprise, which will employ its first staff member in April and hopefully be operational by October. The enterprise will have a focus on furniture reuse and upcycling as trading products. Associated with the products will be a variety of training opportunities for both our clients and the local community.

#### Resettlement

For Pecan, this relates to people looking to resettle, following a time in prison or serving a community service. Our current services that provide this support are Moving On and the Southwark Works Empower project.

Empower is proving to be a very successful partnership to support ex-offenders with a strong focus on employment issues. We will seek to develop further opportunities for ex-offenders to find routes into employment through this programme and other new opportunities.

Moving On has become an exemplary project in resettling young women on release from prison. The funding for this project from the Big Lottery Fund (BLF) comes to an end in 2015. We are now seeking opportunities to extend the funding and find new sources of funding. Key areas that we are exploring include the changes in probation service known as 'Transforming Rehabilitation' and the new National Offender management Service (NOMS) sub contracts. The timing of these in relation to the ending of BLF funding will be a key management issue during the coming year. Our aim will be to continue to seek to provide young women with the best opportunities to make sustainable choices on release from prison.

#### Employment

Following a year of growth and change, Ignition is starting to build a good reputation with churches. Working with The Jericho Foundation and becoming part of the Cinnamon Network have been crucial for the success of the project. With more churches coming on board, we are hoping to embed the project in more and more churches which want to work alongside local unemployed people.

The National Careers Service changed contract format in October 2014. This had a significant impact on the organisation including having to go through a redundancy process. We are very pleased that Prospects continued as our prime contractor; we have a good working relationship with them and appreciate their understanding of and commitment to the voluntary and community sector.

Our Southwark Works contract enabled us to become specialists supporting ex-offenders and people aged over 50 back into employment. We will be developing the quality of this work during the following year and seeking further groups of disenfranchised people in the employment market for whom we can provide support.

## Trustees' Report, incorporating the Directors' Report for the year ended 31 March 2015

During 2015/16 we will be looking to develop new training courses and programmes. These will help people into employment through qualifications and job brokerage. Our aim is to seek sub contracts and partnerships that have a focus on enabling positive relationships that help people to develop their skills and confidence.

The three different areas of development at Pecan; Community, Resettlement and Employment, are all based on relationships. We believe that it is through relationships that we all grow as people and in our understanding of the world around us. Therefore as we look to develop what we offer in the coming year, we will seek to work within the principle of Kindness Belief Hope to grow relationships, enabling people to be self-confident and enrich the community.

#### In Memory of Eelco Wiersma 28th September 1957 - 27th April 2015

It was a very sad day in the life of Pecan when Eelco died. He had been ill for a number of months, in and out of hospital for various operations on a tumour. He passed away peacefully in St Christopher's Hospice, Sydenham after a long and hard battle. This is the end of a story that has love at the centre and hope at the beginning and end. Eelco was a proud Dutchman. He moved to England after falling in love whilst touring with his baseball team. In the 1990's his wife Iris and he became staff at Pecan. Eelco served in a number of roles, making use of and developing his organisational and financial skills, more than his pitching prowess! Eelco worked for Pecan for nearly seven years, before moving on to work in different school offices.

After the sad death of Iris, Eelco in 2010 re-joined Pecan; this time not as a staff member, but as a member of the board of Trustees. He had always loved the organisation. It had meant so much to him and his family that he wanted to give back with his skills and talents.

In 2011, Eelco became Chair of Trustees, overseeing a time of dramatic change in the organisation. He used his sense of calm and humour alongside a prayerful nature to steer the organisation towards increased stability.

Eelco was always passionate about providing relevant and good quality services for clients. He would always ask why we were doing something, looking for the benefit to the clients, volunteers and staff. This was always led by his faith and passion for seeing good in society. A vision of Heaven on earth is where he wanted Pecan to be.

Our thoughts, love and prayers are with his daughter Hannah and his friends and family. Eelco's memory will continue to be part of the fabric and love at Pecan. Thank you to a dear and beloved friend who is truly missed.

#### **Independent Auditors**

The auditors, Armstrong & Co, have indicated their willingness to be proposed for re-appointment in accordance with Section 485 of the Companies Act 2006.

Although not required, the trustees have determined that the charitable company be audited under the Companies Act 2006 for the year ended 31st March 2015 and for future years. The charitable company is required to be audited under charities legislation for the year ended 31st March 2015.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The trustees acknowledge and confirm their responsibilities for preparing the financial statements and providing appropriate information to the auditors as detailed in the Statement of Trustees' Responsibilities set out on page 12.

The financial stateme	s were\approved by the Board of Trustees on 15 September 2015 and signed on its behalf by:	
	PA	
Aderemi Okeshota		
Chair of Trustees		

## Statement of Trustees' Responsibilities for the year ended 31 March 2015

#### Statement of trustees' responsibilities

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

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- a) Select suitable accounting policies and apply them consistently;
- b) Observe the methods and principles in the Charities SORP;
- c) Make judgements and estimates that are reasonable and prudent;
- Follow applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the accounts;
- e) Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records which 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 Companies Act 2006 and charity legislation. 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.

#### Statement as to disclosure of information to auditors

So far as the trustees are aware, there is no relevant audit information of which the charitable company's auditor is unaware, and the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

# Independent Auditors' Report to the Members of Pecan

We have audited the financial statements of Pecan for the year ended 31 March 2015 set out on pages 14 to 22. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) as modified by the Financial Reporting Standard for Smaller Entities (effective April 2008).

This report is made solely to the company's members as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### Respective responsibilities of trustees and auditors

As explained more fully in the Statement of Trustees' Responsibilities set out on page 12 the charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed auditor under the Companies Act 2006 and report in accordance with that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB) Ethical Standards for Auditors, including APB Ethical Standard Provisions Available for Small Entities, in the circumstances set out in note 3 to the financial statements.

#### Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

#### Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2015 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the Companies Act 2006.

#### Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

#### Matters on which we are required to report by exception

- We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:
- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- · certain disclosures of trustees' remuneration specified by law are not made; or
- · we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the directors' report.

Anthony Armstrong FCA (Senior Statutory Auditor) Armstrong & Co Chartered Accountants & Statutory Auditors 15 September 2015

4a Printing House Yard Hackney Road London E2 7PR

## Statement of Financial Activities

## incorporating the income and expenditure account

for the year ended 31 March 2015

					2015	2014
		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Total Funds
	Notes	£	£	£	£	£
Incoming resources						
Voluntary income	4	143,914	27,185	-	171,099	130,741
Activities for generating funds	5	-	-	-	-	46,664
Investment income	6	10,002	-	-	10,002	233
Incoming resources from charitable						
activities	7	119,011	486,919	-	605,930	642,442
Other incoming resources	8	-	-	-	-	15,503
Total incoming resources		272,927	514,104	<u> </u>	787,031	835,583
Resources expended						
Charitable activities	9	294,453	496,370	_	790,823	795,550
Governance costs	11	3,956	4,306		8,262	8,444
Other resources expended	12	5,550	4,000	_	- 0,202	178,106
Endowment expenses	13	-	-	3,374	3,374	4,095
Total resources expended		298,409	500,676	3,374	802,459	986,195
•			<i>`</i>			
Surplus/(deficit) on ordinary activities before funds transfers		(25,482)	13,428	(3,374)	(15,428)	(150,612)
Gross transfers between funds						
General to restricted	21	(4,001)	4,001	-	-	-
Gains/(losses) on investment assets	16	17,926	-	-	17,926	-
Net movement in funds		(11,557)	17,429	(3,374)	2,498	(150,612)
Total funds brought forward		905,448	54,423	128,239	1,088,110	1,238,722
Total funds carried forward		893,891	71,852	124,865	1,090,608	1,088,110

The statement of financial activities incorporates an income and expenditure account.

The accompanying accounting policies and notes form an integral part of these financial statements.

## Pecan

(A Charity Company Limited by Guarantee, company number 2394165)

## Balance Sheet

as at 31 March 2015

		31 Marc	31 March 2015		31 March 2014	
	Notes	£	£	£	£	
Fixed assets						
Tangible fixed assets	15		528,569		539,955	
Investments	16		217,926 746,495	-	539,955	
Current assets						
Debtors	17	50,228		74,351		
Cash at bank and in hand	18	331,058		519,475		
		381,286	-	593,826		
Creditors: amounts falling						
due within one year	19	37,173	-	45,671		
Net current assets			344,113		548,155	
Net assets			1,090,608	-	1,088,110	
Funds						
General funds		490,187		493,732		
Designated funds	20	403,704	-	411,716		
Total unrestricted funds			893,891		905,448	
Restricted funds	21		71,852		54,423	
Endowment funds			124,865		128,239	
Total funds	22		1,090,608	-	1,088,110	

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

he trustees on 15 September 2015 and signed on their behalf by: Approved aul Paul Jones Aderemi kesho <u>Trustee</u> <u>Trustee</u>

The notes on pages 16 to 22 form part of these accounts.

### Accounting Policies for the year ended 31 March 2015

#### 1 Accounting policies

#### **Accounting Convention**

The financial statements have been prepared under the historical cost convention and in accordance with:

a) the Financial Reporting Standard for Smaller Entities (effective April 2008);

b) the recommendations of the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP 2005), published in March 2005.

c) the Companies Act 2006.

#### **Incoming Resources**

Incoming resources are the amounts derived from the provision of charitable services, the receipt of gifts, subscriptions and grants falling within the charity's ordinary activities and are shown net of VAT where applicable.

#### Endowment funds

Endowment funds are restricted funds which are capital in nature. Permanent endowments exist where there is no power to convert the capital into income. The funds can reduce where there are decreases in value, either by losses or depreciation, of assets represented by

#### **Restricted Funds**

Restricted funds are to be used for specified purposes as laid down by the funder. Direct and support expenditure which meets these criteria are identified to the fund together with a fair allocation of other costs.

#### **Unrestricted Funds**

Unrestricted funds are funds received which have no restrictions placed on their use and are available as general funds.

#### **Designated Funds**

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

#### **Revenue grants**

Revenue grants are credited to incoming resources on the earlier of when they are received or when they are due. If they relate to a specified future period they are deferred.

#### Allocation of costs

Costs are allocated directly to projects where they can be identified as relating solely to that project. Other costs are allocated between the funds based on staff time spent on the fund activities or other appropriate criteria.

#### **Governance costs**

These are costs associated with the governance arrangements of the charity which relate to the general running of the charity as opposed to those costs associated with fundraising or charitable activity.

#### **Tangible Fixed Assets**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land & buildings	<ul> <li>2% on cost</li> </ul>
Office equipment	- 50% on cost
Furniture & fittings	- 25% on cost
Motor vehicles	- 25% on cost

Items of equipment are only capitalised where the purchase price exceeds £1,000.

#### Stocks

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

#### Pensions

The charity operates defined contribution schemes which are administered by outside independent pensions providers. Contributions payable for the year are charged to the Statement of Financial Activities.

#### 2 Incoming resources

The incoming resources and surplus are attributable to the principal activities of the charity.

### Notes to the Accounts for the year ended 31 March 2015

3 Net incoming resources	2015	2014
Net incoming resources are stated after charging:	£	£
Auditors fees - audit services	3,000	3,000
Auditors fees - other services	6,700	1,000
Depreciation - owned assets	13,386	25,948
Trustees' emoluments		

Emoluments include salaries, fees, bonuses, expense allowances and estimated non-cash benefits receivable. All trustees serve in a voluntary capacity and do not receive payment for their services.

#### APB Ethical Standard - Provisions available for small entities

In common with many other charities of our size and nature we use our auditors to assist with the preparation of the financial statements and to provide advice relating to statutory and regulatory compliance.

#### Expenditure areas in accounts

Name	Projects at Pecan
Central Donations, fundraising, rental & investment income etc.	
Community Development	Ignition, Foodbank and Hourbank.
Employability	National Careers Service, Southwark Works.
Basic skills	None.
Resettlement	Moving On.

				2015	2014
4	Voluntary income	Unrestricted	Restricted	Total	Total
		£	£	£	£
	Donations & gifts	140,258	27,185	167,443	129,322
	Tax reclaimed	3,656	-	3,656	1,419
		143,914	27,185	171,099	130,741
				2015	2014
5	Activities for generating funds	Unrestricted	Restricted	Total	Total
		£	£	£	£
	Rental income		-	-	46,664
			-		46,664
				2015	2014
6	Investment income	Unrestricted	Restricted	Total	Total
		£	£	£	£
	Bank interest	6,740	-	6,740	233
	Dividend income	3,262	-	3,262	-
		10,002	-	10,002	233
				2015	2014
7	Incoming resources from charitable activities	Unrestricted	Restricted	Total	Total
		£	£	£	£
	Contract income (See note 31)	119,011	486,919	605,930	642,442
		119,011	486,919	605,930	642,442
				2015	2014
8	Other incoming resources	Unrestricted	Restricted	Total	Total
		£	£	£	£
	VAT refund	<u> </u>			15,503

15,503 15,503

### Notes to the Accounts for the year ended 31 March 2015

9	Charitable activities	Direct project costs £	Human Resources £	Premises £	Support £	2015 Total £	2014 Total £
	Central	3,314	128,560	(6,195)	19,276	144,955	135,263
	Community Development	8,886	111,427	14,774	14,602	149,689	112,167
	Employability	28,996	160,048	12,001	34,791	235,836	284,154
	Resettlement	9,563	196,506	13,204	37,101	256,374	263,965
	Other	97	1,565	407	1,900	3,969	-
		50,856	598,106	34,191	107,670	790,823	795,549

		Management			2015	2014
10 Analysis of Support costs	Overheads	services	IT support	Fundraising	Total	Total
	£	£	£	£	£	£
Central	2,343	5,637	11,068	228	19,276	17,738
Community Development	9,029	3,326	2,084	163	14,602	12,038
Employability	23,297	7,125	4,369	-	34,791	40,794
Resettlement	23,509	9,596	3,996	-	37,101	39,365
Other	700	-	-	1,200	1,900	-
	58,878	25,684	21,517	1,591	107,670	109,935

11 Governance costs	Unrestricted	Restricted	2015 Total	2014 Total
	£	£	£	£
Board meetings	337	-	337	591
Auditors fees - audit services	1,300	1,700	3,000	3,000
Auditors fees - other services	1,994	2,606	4,600	1,000
Legal fees	325	-	325	3,853
	3,956	4,306	8,262	8,444

			2015	2014
12 Other resources expended	Unrestricted	Endowment	Total	Total
	£	£	£	£
Loss on disposal of fixed assets	-	-	-	178,106
	-	-	-	178,106

During 2014 the charity sold one of its properties - 71-73 County Street at a loss of £178,106. Due to this exceptional loss there was an overall deficit of £150,611 for 2014.

13 Endowment expenses	2015 Total £	2014 Total £
Endowment expenditure	3,374	4,095
	3,374	4,095

Endowment expenditure relates to depreciation on capital assets acquired with endowment funds. This endowment fund is made up of donations and statutory funding provided to contribute towards capitalised refurbishments of 121 Peckham High Street and 71-73 County Street. Depreciation associated with the improvements is charged to the endowed funds in the proportion to which they have contributed to the refurbishment. 71-73 County Street was disposed of in 2014.

Notes to the Accounts for the year ended 31 March 2015

14 Staff costs				2015	2014
				£	£
Staff salaries				508,688	502,769
Staff social security				36,463	43,354
Staff pensions				24,781	21,503
			_	569,931	567,627
Average number of full time equivalent (F	(TE) employees and associated	d remuneration during			
the year was:	, , , ,	5	2015		2014
		FTE	Total £	FTE	Total £
Employees	Direct	22	406,429	17	406,074
	Support	4	102,259	4	96,695
	Total	26	508,688	21	502,769
Number of employees at end of period:	Full-time	7		9	
	Part-time	17		18	

No remuneration was paid to any Trustee or their associates for services as a trustee during the year ended 31 March 2015 nor to 31 March 2014. Employees paid in excess of £60,000 during the current year and previous year: None None

15	Tangible fixed assets	Land & buildings £	Office equipment £	Furniture & fittings £	Motor vehicles £	Total £
	Cost	L	L	L	L	L
	As at 1 April 2014	656,898	178,785	15,531	-	851,214
	Additions	-	-	-	2,000	2,000
	As at 31 March 2015	656,898	178,785	15,531	2,000	853,214
	Depreciation					
	As at 1 April 2014	122,085	173,643	15,531	-	311,259
	Charge for the year	10,138	2,886	-	362	13,386
	As at 31 March 2015	132,223	176,529	15,531	362	324,645
	Net book value					
	As at 31 March 2015	524,675	2,256		1,638	528,569
	As at 31 March 2014	534,813	5,142	-	-	539,955

16	Investments	CCLA investments £	Total £
	Market value	~	~
	As at 1 April 2014	-	-
	Additions	200,000	200,000
	Revaluations	17,926	17,926
	As at 31 March 2015	217,926	217,926
	Historical value at at 31 March 2015	200,000	200,000
17	Debtors: amounts falling due within one year	2015	2014
		£	£
	Operating debtors	19,323	58,873
	Staff Loans	-	217
	Accrued Income	30,905	15,261
		50,228	74,351

## Pecan

(A Charity Company Limited by Guarantee, company number 2394165)

## Notes to the Accounts

## for the year ended 31 March 2015

18 Bank and cash in hand	2015	2014
	£	£
Bank deposit accounts	300,397	441,065
Bank current account	30,276	77,354
Petty cash	385	1,056
	331,058	519,475
19 Creditors: amounts falling due within one year	2015	2014
	£	£
Operating creditors	24,632	34,787
Credit card	330	392
VAT liabilty	(2,929)	621
Payroll & taxation	9,812	347
Pension payments due	-	1,966
Staff wages	-	375
Accruals	5,328	7,183
	37,173	45,671

20 Designated funds	Opening balance	Resources arising	Resources utilised	Closing balance
•	£	£	£	£
Fixed asset fund	411,716	2,000	10,012	403,704
	411,716	2,000	10,012	403,704

Fixed asset fund	This fund represents the amount of charity funds locked up in freehold land and buildings and other fixed assets which are needed for operational purposes. The funds are carried at the net book value of the fixed assets at the balance sheet date, after deducting any outstanding loans, endowment funds or restricted funds used to finance their acquisition.

21 Restricted funds	Opening balance	Incoming resources	Resources expended	Transfers & adjustments	Closing balance
	£	£	£	£	£
Community development	42,255	122,521	152,850	-	11,926
Employability	-	84,730	88,731	4,001	-
Resettlement	12,168	306,853	259,095	-	59,926
	54,423	514,104	500,676	4,001	71,852

Projects financed by restricted funds are supported by unrestricted funding where necessary. This occurs where the funding is in arrears or the incidence of expenditure on the project occurs disproportionately at the beginning of the project compared to the income flows. Where restricted projects end the year with a deficit, this is met by after year-end restricted income or transfers from unrestricted funds.

Community development	Funding designated for work on the Pecan Foodbank, Hourbank and Ignition projects.
Employability	Funding designated for use in providing information advice and guidance (IAG) to clients on incapacity benefit.
Resettlement	Funding from the UK Treasury's Invest to Save budget and from Home Office Future Builders fund to run the Workout pilot project to work with ex-offenders on release from prison to help them work, together with a new project funded by the National Offender Management Service (NOMS).

22 Net assets attributable to funds	General funds	Designated funds £	Restricted funds £	Endowment funds £	Total £
Tangible fixed assets	217,926	403,704	-	124,865	746,495
Current assets	291,703	-	89,583	-	381,286
Current liabilities	(19,442)	-	(17,731)	-	(37,173)
Net assets represented by funds	490,187	403,704	71,852	124,865	1,090,608

Notes to the Accounts for the year ended 31 March 2015

#### 23 Taxation

The company is a registered charity. Accordingly it is exempt from taxation in respect of income and capital gains to the extent that these are applied to its charitable objects.

#### 24 Post balance sheet events

There were no significant post balance sheet events.

#### 25 Pension commitments

The charity contributes to employees defined contribution stakeholder pension schemes. The assets of the schemes are held separately from those of the charity in an independently administered fund.

		2015	2014
The unpaid contributions outstanding at the year end were:	£	- £	1,966

#### 26 Other financial commitments

Operating lease commitments due within 12 months

At 31 March 2015, the company had annual commitments for office equipment under a non-cancellable operating lease as detailed below:

	2015	2014
	£	£
Between two and five years	4,975	4,872
	4,975	4,872

27 Transactions with trustees

There were no material transactions with the trustees during the year.

#### 28 Contingent liabilities

The charity had no material contingent liabilities at 31 March 2015 nor at 31 March 2014.

#### 29 Related parties

There were no disclosable related party transactions during the year.

#### 30 Gifts in kind and volunteers

During the year the charity benefited from unpaid work performed by volunteers.

31 Contract income breakdown	Unrestricted	Restricted	2015
	£	£	£
Food bank	-	62,145	62,145
Hour Bank	-	34,313	34,313
Moving on	-	296,642	296,642
National Career Service	119,011	-	119,011
Southwark Works Empower	-	67,134	67,134
Prime Plus	-	26,684	26,684
	119,011	486,919	605,930

### Notes to the Accounts for the year ended 31 March 2015

#### 32 Major funders

Funder	Project Name	
Big Lottery Fund	Moving on	£ 296,642

Big Lottery Fund (also known as BIG) is a non-departmental public body responsible for distributing funds raised by the National Lottery for "good causes". It is sponsored by the Cabinet Office. Pecan receives money in the form of a three year restricted fund grant from BIG to run the Moving On project for women leaving custody. This is a mentoring project to help young women resettle in the community.

During the year the charity received following grants from other trusts/organisations:

Funder	Project name / Purpose of		
Garfield Weston Foundation	Charitable activities	£	20,000
The Diocese Of Southwark	Charitable activities	£	10,000
Lloyds TSB Foundation	Volunteer and HR Manager's salary	£	16,000
The 29th May 1961 Charitable Trust	Charitable activities	£	5,000
We would like to thank following churches	who made a donation to us during the year:		
All Saints Church	Rye Lane Baptist Church	Orpington Methodist Church	
The City Hope	Amott Road Baptist Church	St James Bermondsey	
The Christ Apostalic Church	Calver Temple		
5	ts who made a donation to us during the year:		
Dentonts Charitable Trust	The Burrows Charitable Trust	Filton Trust	_
Harpens Trust	The SMB Trust	The Souter Charitable	Trust
The Worshipful Company of Launderers Benevolent Trust	The Marsh Christian Trusts		

#### 33 Company status

The company is limited by guarantee and has no share capital. The guarantors liability in the event the company is wound up is restricted to a maximum of £1 each.