



The Hangleton & Knoll Project

Working for a better community

30th Anniversary

Registered Charity Number: 1139971
Company Limited by Guarantee Number: 7260539
www.hkproject.org.uk

**REPORT OF THE TRUSTEES
AND FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31 MARCH 2014**

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FOR THE YEAR ENDED 31ST MARCH 2014**

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REPORT OF THE TRUSTEES FOR THE YEAR TO 31ST MARCH 2014

1. REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES/DIRECTORS, ADVISERS, STAFF & VOLUNTEERS

Name:	The Hangleton and Knoll Project
Registered Charity Number :	1139971
Registered Company Limited by Guarantee Number:	7260539
Registered & Principal Office:	The Hangleton & Knoll Project St. Helen's Parish Offices Hangleton Way Hove East Sussex BN3 8ER
Bankers:	The Bank of Scotland 33 Old Broad Street London
Trustees/Directors:	Mrs Patricia Weller (Chair) Ms Michelle Pooley (Vice Chair- resigned 27.11.13) Mrs Raminder Kaur Gill (Vice Chair from 27.11.13) Ms Sophie Murphy (Vice Chair from 27.11.13) Lady Ann Tizzard (Treasurer) Ms Elaine Batchelor Mr Keith Mason Fr Keith Perkinton (resigned 17.2.14) Mr Timothy Read Mr Jack Stanford (co-opted 4.12.13) Mr Nicholas Stephen Goslett (appointed 16.7.14) Miss Nichola Jane Quinn (appointed 16.7.14) Mr Gareth Edward Walker (appointed 16.7.14)
Company Secretary:	Lulu Russell
Non-voting Observers:	Cllr Dawn Barnett; Cllr Tony Janio B&H City Councillors
Chief Executive:	Joanna Martindale
Independent Auditor:	C. R. Tyler FCA DchA Clark Brownscombe Limited 8 The Drive Hove BN3 3JT
Staff employed during the year Ended 31st March 2014:	Management & Administration: Joanna Martindale – Chief Executive Officer Kathryn Farrell - Finance Coordinator Lulu Russell - Project Administrator Community Development: Claire Sillence – Community Development Coordinator Catherine How - Community Development Worker

Youth Work:

Adam Muirhead – Youth Worker (left 30.10.13)
Helen Bartlett - Youth Participation Worker
Michelle Old – Youth Work Coordinator
Nina Bhirangi-Bishop – Youth Worker
Polly Brooks – Youth Participation Worker

HaKIT:

David Purkiss – Freelance Trainer
Debbi Thomas – Freelance Trainer
Patricia Hughes – Freelance Trainer

Volunteers:

Alexander Monney – HaKIT & website
Angie Walker – Community Action
Bethany Mitchell – Youth Work
Gavin Mugeridge – HaKIT
George Ross- Youth Work
Hannah Greer – Youth Work
Jack Stanford – Youth Work
Karen Bridger - HaKIT
Keith Mason – HaKIT trainer
Laura Williams – Youth Work
Nick Goslett – Community Development 50+
Ronald Shirley – HaKIT
Saffron Franklin – Youth Work
Sarah Brigden – Youth Work
Sophie Murphy – Youth work

Project Offices:

St. Richards Church & Community Centre
Egmont Road
Hove BN3 7FP
Tel: 01273 706469; 01273 410858

The Trustees (who also act as Directors for Companies Act purposes) present their report together with the audited financial statements of the company for the year ended 31 March 2014.

The Trustees believe that the financial statements comply with statutory requirements and the Charity's Governing Document.

2. STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The Charity was registered on 20th May 2010 as a company limited by guarantee (registered company number 7260539) and commenced activities on 1st April 2011. On that day it took over the activities of the previous Hangleton & Knoll Project (registered charity number 1009953 on 21st March 1992).

Nature of governing document

The Projects governing document is its Memorandum and Articles of Association dated 19th January 2010.

Board Membership

The Trustees when complete shall consist of at least 4 and not more than 16 individuals. One third of the Trustees must retire at each Annual General Meeting, those longest in office retiring first and the choice between any of equal service being made by drawing lots. A Trustee retiring under this Article may stand for re-election.

Recruitment and appointment of Trustees

Throughout the year Project staff encourage local residents to take up membership of the Project and, as the AGM approaches, to put themselves forward for election to the Board of Trustees. Invitations to the AGM are sent to all members and local community groups and to a wide range of people within the statutory and voluntary sector. All residents are invited via the local newsletters, which are distributed to houses on the estates. The covering letters encourage non-members to become members and non-Trustees to consider standing for election on the Management Committee. There are a range of skills represented on the Board, and good representation of different sections of the community.

Project Membership

We are actively seeking to increase Project membership. Membership is open to all individuals (over the age of 18) who are interested in furthering the work of the Charity.

Policies and procedures for induction and training of trustees

All newly appointed Trustees receive an Induction Pack and undergo an induction training period. This includes attending the first Management Committee Meeting held shortly after the AGM, meeting with staff, and shadowing an appointed, existing Trustee. Roles and responsibilities are explained in accordance with the Charity Commission Leaflet CC3(a).

Equal Opportunities Policy

The Hangleton & Knoll Project is an equal opportunity organisation. The aim of our policy is to ensure that no job applicant, employee, volunteer, or recipient of our services receives less favourable treatment on the grounds of race, colour, nationality, ethnic or national origin, sex, marital status, sexual orientation, creed, religion, disability or age, or is disadvantaged by conditions or requirements which have a disproportionately adverse effect on his or her racial group, sex, marital status, religion, disability or age and which cannot be shown to be justifiable on grounds other than those of race, colour, nationality ethnic or national origins, sex, marital status, sexual orientation, creed, religion, disability or age. Selection criteria and procedures will be frequently reviewed to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities. All employees and trustees will be given equal opportunity and, where appropriate and where permissible under the Race Relations Act and Sex Discrimination Act, employees of under-represented groups will be given training and encouragement to achieve equal opportunity within the organisation.

Organisational structure and how decisions are made

See the Hangleton & Knoll Management Structure diagram (Appendix 1)

Management Committee

The Management Committee meets four times a year and is the forum where all major decisions are made and agreed. The Committee receive written reports from the staff and from its Sub-Committees on work in progress and opportunities arising. The Committee sets policy and takes decisions on major matters that arise. The Minutes and papers for the Management Committee Meetings are also circulated to the staff to keep them aware of the decisions being taken by the Board. Officers for the Management Committee are elected at the AGM and invitations include an invite for new members to join the Management Committee.

Sub-Committees of the Management Committee

The Employment and Finance Sub-Committee meets regularly and consists of at least 3 persons nominated by the Project's Management Committee. The Chief Executive and Finance Co-ordinator attend when required. The Sub-Committee ensures the Project's Trustees control the finances of the organisation and reports to the Management Committee making recommendations on financial and employment matters where necessary, or at least on an annual basis. The Sub-Committee considers (and instructs staff accordingly on) the following aspects:

- i) The general financial health of the Project
- ii) Financial planning and annual budgeting
- iii) Income & expenditure accounts

- iv) Cash flow analysis
- v) Annual accounts and audits
- vi) Fundraising and income generation
- vii) Payroll and staff salaries
- viii) All other matters of a financial nature

In addition, the Sub-Committee, in consultation with the Chief Executive, agree the Terms and Conditions of Employment of the Project's staff, take responsibility for the process of employment of new or replacement staff and advise the Management Committee of the process to be adopted for selection and interview of candidates, following equal opportunities policies. The Sub-Committee acts as an advisory group for personnel and employment matters on any relevant issues in such a way as to pre-empt and prevent situations of difficulty to the Project arising.

Related Parties

The Charity is not part of a wider network where any relationship impacts on the operating policies adopted by the Charity. The Charity is committed to supporting 'good-will' partnership work wherever it meets the charitable objectives as laid out in The Constitution. We have worked with (this list is not exhaustive):

- Active for Life
- Age UK
- Albion In The Community
- Allsorts
- Alzheimer's Society
- Amaze
- Blatchington Mill School
- BMEYPP
- Brighton & Hove City Council
- Brighton & Hove Clinical Commissioning Group
- Brighton & Hove Crime Prevention Team
- Brighton and Hove Bus Services
- Brighton & Hove Food Partnership
- Brighton & Hove Libraries
- Brighton & Hove Adult Learning Group
- Brighton & Hove Well-being Service
- Brighton & Hove Youth Collective
- Brighton & Hove Youth Service
- Brighton Women's Centre
- CAMHS
- Community Transport
- Compass Travel
- Community Works
- CRI Health Promotion Substance Misuse Team
- Dignity
- Embrace
- Extra Time
- Friends Centre
- Healthwatch
- Hangleton Library
- Hangleton Children's Centre
- Hove Park School
- Hove YMCA
- Impact Initiatives
- Inspire
- LGBT HIP
- Local Councillors Brian Fitch, Dawn Barnett & Tony Janio
- Mental Health Forum

- Mind
- Mind Out
- National Careers Service
- Neighbourhood Care Scheme
- NHS
- People Can Do
- Public Health Team
- Right Here Project
- Samaritans
- Serendipity
- Sing for Better Health
- Sussex Police
- Sussex Interpreting Services
- Sussex Prisoner Families
- The Bridge
- Threshold
- Trading Standards
- The Federation for disabled people
- Trust for Developing Communities
- Whitehawk Inn
- Women's Gateway Project
- WRVS

The Charity is a member of the newly formed Community Works , our local infrastructure and representation body. We are also in partnership with them delivering Community Development and ethnic minority engagement as part of the City offer to small groups and residents. The CEO attends the City Representatives Council and Council Budget & Scrutiny meetings as the locally elected CVS Communities Representative. The Charity regularly attends the Children & Young People's Network, Communities Network and the Adult Learning Group meetings locally. The Charity is part of an eight organisation CVS consortium called the Brighton and Hove Youth Collective who work collaboratively to enhance opportunities for children and young people.

Risk Management

The Charity has examined the major risks to which it is exposed and systems have been established to mitigate these risks.

The Charity recognises that it has a responsibility to manage hazards and risks and supports a structured and focused approach to managing them through approval of the risk management strategy. In this way The Hangleton & Knoll Project will better achieve its overall objectives and enhance the quality of work delivered.

The Charity has systems in place that enable us to regularly examine the risks to which we are exposed. Primarily, the Employment and Finance committee, comprised of a minimum of three persons nominated by the Management Committee, and the Chief Executive and the Finance Co-ordinator, meets as regularly as twice a month where necessary to address imminent risks to the organization's operation. In addition, the Charity's Management Committee meets four times a year, and more frequent meetings are convened where required, as this is the forum where all major decisions and proposals are agreed. All activities delivered by Hangleton & Knoll Project staff are subject to detailed risk assessments.

The risks are considered under five broad headings:

- Management and direction risks
- Operational risks
- Financial risks
- External risks
- Compliance with law and regulation

The Charity's risk management strategy's objectives are to:

- Integrate risk management into the culture of the Hangleton & Knoll Project
- Manage risk in accordance with best practice
- Anticipate and respond to changing social, environmental and legislative requirements
- Prevent injury, damage and losses and reduce related costs
- Raise awareness of the need for risk management by all those connected to the Hangleton & Knoll Project and the delivery of its services

Our full annual risk assessment is available on request.

3. OBJECTIVES AND ACTIVITIES

Objects of the Charity

- a) To promote the benefits of Brighton & Hove (as covered by the newly formed Brighton & Hove City Council) hereinafter called "the area of benefit" without the distinction of race, or sex, or of political, religious or other opinions by associating the Local Authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the inhabitants. The Charity shall be non-party in politics and non-sectarian in religion.
- b) In furtherance of the said objects the Charity shall:
 - i) Assist and support existing community groups and work with local residents to initiate new groups responding to identified need in the "area of benefit"
 - ii) Promote and support community resources for the area in association with other voluntary groups and Statutory Agencies
 - iii) Promote and support the development of community buildings to provide facilities for all residents
 - iv) Encourage the participation of local residents in all forms of voluntary activity, education, and employment, which may improve the quality of life in "the area of benefit".

Charity's Aims

Purpose

The Hangleton & Knoll Project (HKP) is a Community Development charity and company limited by guarantee. We work in the Hangleton and Knoll ward of Brighton and Hove in South East England. A part of the community since 1983 we are an organisation working for the community with the community and managed by the community. Right from the start local residents have shaped and developed the organisation to become what it is today; a model of good practice for how a community is able to develop and manage its own resources and services.

Mission

HKP is a resident led organisation that exists to work in partnership with the neighbourhood we serve, to access and develop opportunities and resources, facilitate positive change, and deliver effective and appropriate services, as identified by those people who live in our communities.

Vision

HKP seeks optimum ways of working with, and for the benefit of the whole community. We do this to mitigate and/or eliminate the wide range of social and economic difficulties that many people, affected by high levels of social deprivation in our neighbourhood, experience.

We seek to improve the quality of life of people in Hangleton and Knoll by working in partnership with all local residents, community groups and service providers, to access and develop opportunities, resources and services, and to facilitate positive changes that have been collectively identified by residents, many of whom have developed the confidence and capacity to lead that change.

Values

HKP's community development, youth work and community learning practices are guided by the underlying principles and values of partnership work, needs led approach, joined-up thinking, volunteering, self-help, equality, community and individual empowerment. This approach recognises the skills, assets and diversity of all our residents.

High level outcomes

- To increase a sense of trust and feeling of belonging in Hangleton and Knoll and reduce social isolation
- To reduce all kinds of inequality by maximising life chances for all
- To build community and individual resilience and empower local people to have more control over the issues that affect them
- To increase skills, confidence and knowledge in local people
- To increase participation in all levels of decision making, volunteering and community action
- To build confidence to participate in learning and employment
- To ensure responsive services based on both identified need and demographic analysis

Main Activities

Community Development

Community development is the process of enhancing socially or economically disadvantaged communities by working with local people to develop the skills, knowledge and experience necessary to collectively improve their community's resources.

In practical terms, the Community Development Team:

- makes contact with residents,
- develops relationships,
- raises the awareness of residents' common concerns and responsibilities,
- helps foster a feeling of ownership of their area,
- co-ordinates the coming together of residents to agree a plan of action,
- supports the development of a group to undertake the tackling of an issue,
- supports them through their development for 6 months to a year so that they are able to fully undertake their individual and group roles and manage issues such as fundraising, financial management, forward planning, working as a team, and the delivery of a service.

At the end of the process, the community has an additional resource, targeted at an identified need, which is independent, self-sustainable and physically and financially accessible to residents.

The community development process is effective in maximising organisational time as the independent management of pieces of work by the community enables the community development worker to move on to support the development of further community initiatives. Community managed services also alleviate the demand placed upon the resources of statutory agencies.

Within the process, the development work is taking place primarily not for the end product – e.g. to set up a group that produces an annual festival - but for the benefits that residents will receive from the process:

- increasing the capability and skills of individuals;

- developing support networks and easing isolation;
- increasing the skills base of the community as a whole;
- improving community resources.

Additional to direct work with residents is work with statutory agencies and other providers to develop a climate in which residents and local community groups are able to have an active role in the development of their neighbourhood. This includes:

- the development of meetings where residents can request information, make suggestions and challenge agencies;
- liaising with agencies to signal the needs of the target area or to raise difficulties caused by policies or practice;
- informing residents of new and existing policy, opportunities presented by these, and facilitating a process where involvement and planning can take place.

Youth Work

All youth work delivered by the Charity follows the community development ethos as listed above. In addition it works to the Youth Service Core Curriculum:

- Personal and Social Education: helping young people in making informed and constructive choices about their personal well-being regarding health, education and training, employment, recreation and legal issues as well as making and maintaining positive personal relationships.
- Participation and Empowerment: good youth work practice puts young people at the centre of its programmes – young people voluntarily participate in the planning and direction of the programmes as decision makers as well as participants. It encourages young people's development of critical faculties and promotes the confidence with which to take control of their own lives – at local, community, City, national and international levels.
- Equality of Opportunity: youth workers are expected to challenge oppression and inequality as well as encouraging young people to do the same.
- Voluntary Engagement: the Charity provides a range of programmes that young people can engage with voluntarily. These programmes offer a range of opportunities and challenging experiences in the company of their peers and the local community. The work supports a successful transition into adulthood.

These aims are achieved through the implementation of a range of youth work methodologies including:

- Detached youth work
- Group and project work
- One to one support
- Work in schools
- Partnership work with other agencies and services

Community Based Learning

HaKIT (the Project's learning delivery arm) has developed 'UK Online' IT training suites at each of the two local community centres. HaKIT directly provides informal and formal IT and other needs led training and facilities to increase the skills and confidence of local residents. This work is delivered by qualified tutors and supported by volunteer sessional trainers recruited from amongst HaKIT's former learners. Learning is provided free or at very low cost. Of the HaKIT users, 68% are of working age and 32% are 65 years and older, 24% of learners are from BME communities, 17% of learners have a health issue or a disability, and 37% are in receipt of a means tested benefit.

HaKIT activities typically include:

- Outreach sessions with laptops, e.g. at schools, local library etc.
- Training for Community Groups
- Taster sessions

- Free weekly computer and Internet access drop-ins - both day and evening sessions
- Family learning days
- Techno days for young people
- 1:1 training with local residents
- Supporting local newsletter groups
- Helping groups use Funder Finder
- ESOL (English as a second language) courses
- Basic IT courses
- Accredited courses
- Help with C.V.'s
- Job applications
- On-line courses
- Twitter and facebook support
- Information and advice about other courses, training and community groups

Funding reductions and increasing community demand in this area over 2013/14 – particularly those seeking employment support – have seen us adapt our delivery and we now have HaKIT drop-ins staffed by trained volunteers, complementing our tutor led work. We have also increased the work we do with other agencies to ensure that they deliver training in our local venues, which we promote via our networks and staff as an independent evaluation of the HaKIT drop-in service found that 38% of drop-in learners have progressed into further training.

Public Benefit

In shaping our objectives and planning our activities for the year, the trustees have given due consideration to the duties set out in Section 17 (5) of the Charities Act 2011 to have due regard to public benefit. In particular, the trustees have considered how the planned activities will contribute to the overall aims and objectives they have set.

The Charity's Objectives for 2013-14

1. Ongoing review of our 5 year plan using improved evaluation to increase impact through better planning.
2. Continue to maximise our organisation's capacity and systems to recruit, involve and support volunteers to meet growing demand sustainably. Increase our capacity to offer young people work training or supported volunteering or other employment opportunities.
3. Work with Youth Collective partners to explore additional shared avenues of funding that could add value to our current offer by building on our strong local relationships with young people.
4. Explore and develop more opportunities for partnership working with other relevant organisations and local community groups, including joint bidding for funding and exploring new ways of delivering services together.
5. Working with specialist organisations to increase their reach into our community and allow our residents the benefit of expert services
6. Continue to develop our existing use of IT and Social Media as an efficient and cost effective means of providing information and support to residents and a method of increasing participation.

Charity's Strategies

The Charity has a finalised five year Strategic Business Plan which was adopted in July 2012. This is reviewed annually as part of the PQASSO process by the Board and is designed to be an iterative document integrating future needs analysis and evaluation data as part of our ongoing planning cycle.

Significant Activities

Activities for generating funds:

These activities include providing payroll bureau and administration services to community groups for a nominal fee and charging minimal course fees and resource hire charges as a contribution towards HaKIT course costs.

Investment Income:

The Charity spreads its funds over several interest bearing bank accounts in order to minimize risk, however in the current economic climate, some of these accounts have produced no interest at all and others only a small amount.

Other Incoming resources for charitable activities:

The Charity received funding from B&H City Council's 3 Year Strategic Grants programme as a contribution towards the organisation's overall management and administration costs.

Community Development

Brighton & Hove City Council (BHCC) funds Community Development work that enables the Charity to provide community development support to local residents and community groups as well as a programme of interventions for residents aged 50+. The Charity has continued to receive funding through BHCC to support this process through engagement with local residents aged 50+, as well as delivering a programme of activities and trips

The Charity received funding to deliver a number of smaller projects over the year including: Brighton & Hove NHS CCG funding which has supported the development of a Hangleton and Knoll Health Forum; the Trust for Developing Communities to support groups to apply for a community health fund; Amaze to deliver a partnership project to support parent carers in the community; Impact Initiatives to celebrate Older Peoples Day; Brighton & Hove CVSF to run a focus group with our multicultural women's group; H&K Multi Cultural Women's Group for additional support to set up and deliver trips and events work; and Age UK to support the Lottery Ageing Better bid with data collected from our 50 plus work.

The Charity received funding from BHCC to manage a small Neighbourhood Fund community based grants programme to enable local community groups to apply for funding to deliver health promoting activities.

Youth Work

Brighton & Hove Integrated Youth Support Service continued to fund the Charity, as part of the newly formed Brighton & Hove Youth Collective, and through Impact Initiatives as the lead organisation, to deliver a range of universal, detached and project based youth work for young people aged 13-19 years. Funding is also provided to deliver a holiday youth work programme based on the Youth Service delivery framework. Young people engaged through these projects are supported to enrol on the B&H Youth Award and other recognised accreditation opportunities.

Funding was received from a number of Trusts including the Community Trust of the Blessed Virgin Mary for targeted work with young women around mental health and wellbeing issues, Noel Bennet for a Youth Leaders training project, The Arthur and Doreen Fund which supported our young women's mental health and wellbeing project, and Community Spaces which enables us to deliver outdoor activities in the local park.

In addition, the Charity received funding from:

Big Lottery – Supporting Impact

The Charity received one year funding to continue to deliver the successful Young People's Fund project, as well providing capacity to document the impact and outcomes achieved with a view to sustaining the work.

Children in Need

The Charity received three year funding from BBC Children in Need to continue to employ a Youth Participation Worker. The aim of this post is to support young people's participation in local community groups, events and activities, to develop provision for the 8-12 year old age group, and to enable young people to have a voice within their own community.

HaKIT

The Charity received through BHCC enabling free open access community IT drop ins, volunteer support and short training courses and funding through Portslade Adult Learning to deliver singing and digital photography courses in the community.

Grant making policies

Grantmaking is not a material part of the Charity's activities.

Social or programme related investments

The Charity does not hold any social or programme related investments.

Volunteer help

Volunteer input to the work of the Project consists of the valuable contribution made by the Trustees, local residents and others (names can be found under Trustee and Volunteer sections). The Project works with many volunteers in the local community and seeks to increase volunteer participation in the various existing and newly formed community organisations. Local volunteers support the delivery of a range of IT training opportunities. When recruiting new staff, the Project seeks the involvement of at least one local, volunteer resident in the shortlisting and interview process.

4. ACHIEVEMENTS AND PERFORMANCE

Performance achieved against objectives set

The Committee believes that the Charity has met the objectives set for the year through the diverse range of work undertaken, highlights of which are listed below:

Chairperson's Report

A big thank you to all of the staff who have given another great year of activities to the community.

This year is a special year as it marks the 30th Anniversary of The Hangleton and Knoll Project. And what a wonderful project it is the envy of every community. Ok I am a little biased having been there from the beginning and watching the emergence from a duckling to a swan. This could never have happened without the input of the many residents, trustees and workers over the years.

The Project is also noted for the amount of volunteer hours that it attracts and the quality of the volunteers. Each year we have a poll and pick out from the many very worthy candidates a Volunteer of the Year. This year we were very pleased to award this title to Angie Walker, who is an outstanding volunteer in her two roles as both Community Action Secretary and Parent/Carer volunteer. In addition, Alex Monney was given a special award for our 30th birthday year, for his time given to keeping our website active and up to date.

Patricia Weller

Chair

Hangleton & Knoll – a short profile

Hangleton and Knoll is a ward made up of four estates situated to the north west of Hove. We have a resident population of approximately 14,300 with 6,000 households. Knoll estate was built in the 1920s and has around 750 homes but no shops. Laburnum and Moyne – an area of Hangleton and Knoll Ward – comprises mostly of housing association stock built in the 1970s. The demographic profile shows a high proportion of very young people in the

area (under 16s) and an above average number of older people when compared to the city average. Hangleton and Knoll has the highest percentage of children and Young People aged between 0-15 in the City at 21%. Along with Woodingdean, we have the lowest proportion of people of working age in the City at 60.3%. 18.8% of our population are over 65 (one of the highest). Nearly 33% of adults in Hangleton and Knoll have no qualifications compared with 22% in the rest of Brighton & Hove. While employment rates are only slightly below the City average, household incomes remain on average, much lower. We have particularly high incidences of both child poverty and poverty amongst older people. We are also 'red' rated by the Director of Public Health for the numbers of people with mental health problems living in the area. The 2010 Indices of Multiple Deprivation describe the level of social deprivation in each Lower Statutory Output area (LSOA) by combining information from all seven measurement domains: Income Deprivation, Employment Deprivation, Health Deprivation and Disability, Education Skills and Training Deprivation, Barriers to Housing and Services, Living Environment Deprivation, and Crime. According to these figures of all of the SOA's comprising the ward of Hangleton and Knoll:

- 20% fall within the worst 10% of all in the UK in terms of their overall Indices of Multiple Deprivation scores
- 33.3% fall within the worst 10% of all in the UK in terms of their Income Deprivation Affecting Children scores, and
- 40% fall within the worst 20% of all in the UK in terms of their Income Deprivation Affecting Older People Index scores

HIGHLIGHTS FOR 2013-14

Management and Administration

This has been a really strong development year for the Hangleton and Knoll Project despite the challenging external operating environment. We achieved our objective to explore and develop partnerships across the City both bringing benefits and additional capacity to our community and also enabling us to compete and secure a number of statutory commissions. Our work has continued to be recognised throughout the City with an award for Most Effective Representation (Individual award) and Most Creative Engagement (for partnership with Amaze) being made to us at the 2013 Community Works conference. Age UK have also worked with us on proposals to replicate our 50 plus User involvement model across the City, a wonderful accolade for our best practise in this area.

Our business model relies on core statutory investment which we enhance with additional fundraising and our reserve of volunteers. In October 2012 we were awarded a three year contract from Brighton and Hove Council to deliver Youth Services as part of an eight organisation collective covering the whole City. The journey of working together over this period has been immensely productive as we pool knowledge, skills and experience for the benefit of the City's young people. We have developed shared marketing and promotions and there is now one online point of access alongside the traditional targeted and tailored local promotion.

During 2013/14 we have worked to put together partnerships to deliver solutions for the City for Older people, Black and Minority Ethnic people and residents suffering from digital and financial exclusion. All of these partnerships have been successful during this period in demonstrating the impact of our work and attracting investment over a three year period. We are also working with statutory partners to increase user voice across services. In 2013/14 we have piloted a new approach to patient participation by the development of a whole area community health forum. We are very proud of our reputation for strong delivery and track record of successful partnership working.

We are also increasingly being asked to offer paid consultancy to support other Voluntary organisations that wish to develop a Community Development or Youthwork approach and we wish to build on this both to share our long experience and raise much needed core income.

This brings some stability as we face the future. We know we need to continue to diversify our income and we want to continue to enhance our capacity to fully harness the opportunities existing within local business to support volunteering.

Joanna Martindale

Chief Executive Officer

2013-14 was another busy and interesting year for me, in amongst the everyday work in the office there were many highlights so I just thought I would tell you about a few.

Publicity & Marketing: Getting news out to local residents, we now have around 350 local residents on our email database and most weeks we send out a 'What's on in Hangleton & Knoll' email. Its great fun compiling these emails and a fantastic way to spread the news, from local parish festivals to IT courses to activities for young people, well the list is endless and covers a multitude.

I also really enjoyed designing all the posters and leaflets for HaKIT courses and drop-ins and putting together the HKP page in our local bi monthly newsletters.

Administration: I continue to review and update our procedures, policies and processes in line with our self-assessed PQASSO Quality Mark.

Once again we were lucky enough to receive Healthy Neighbourhood Funding for the local community groups, we have a fantastic panel of local people that take time out of their busy days to peruse the applications from local groups and award funding, it's a really interesting grant to administer and it brings me into contact with lots of residents.

I kept a close eye on credit control this year and at the end of the year every invoice that had been raised by us was paid in full, a great achievement in this economic climate.

We also had great fun organising an afternoon event to celebrate our 30th Birthday; it is a busy office with plenty of things that bring highlights every week!

Lulu Russell

Project Administrator

Community Development Work

My highlight of the year was working with the Friends of Hangleton Park Group to organise their second annual festival. We also worked in partnership with our Youth Team to ensure young people had the opportunity to feed in their ideas for activities and volunteer as helpers on the day. The festival has developed into a strong intergenerational event which attracted almost 500 people to the park. Activities included a climbing wall, bouncy castle, silly sports, face painting, giant games and over 20 information stalls. The 2013 festival was an extra special event which featured the unveiling of a Queen Elizabeth II Fields in Trust Plaque. Hangleton Park was one of five green spaces in the city to receive this status which protects the park from future development. And that's not



all.... The group work tirelessly throughout the year running work days to cut back brambles, litter picks and generally keep the park in tip top condition so it's a space the whole community can be proud of. Part of the reason this is my highlight is because I've worked with the group every step of the way over the past four years and on a personal level as a worker this is a fantastic piece of development work I'm very proud to be part of.

Claire Johnson

Community Development Co-ordinator



My highlight of the year is the development of our newly formed Singing Group for Older People. Following consultation with residents at the 50+ Event Singing became a clear priority for older people as an activity to relieve social isolation and improve health and well being. We partnered with Sing for Better Health who provided a brilliant singing tutor and a platform for us to encourage and support older people to become involved. My main role has been to work with the group to promote the sessions and write funding applications to cover the cost of the tutor and room hire. I've seen the group grow so much over the past year but more importantly we've captured a significant increase to the health and well being of participants. Increased confidence within the group has resulted in performances at local community events and citywide, more recently at the Brighton Fringe Festival.

Catherine How

Community Development Worker – Older People

Number of community groups supported throughout the year	19
Number of new community groups supported to start up during the year	5
Number of people managing and attending local community groups	998
Number of new people recruited to/involved with local community groups during the year	101
Number of people from Black and Minority Ethnic communities supported to be involved in local community groups	122
Amount of funding successfully received by community groups where community development worker has supported the bid writing	£41,000
Numbers of community/public involved in or attended 'open' community events	1700
Number of 'open' community events supported	18

50+ Community Development

Our work with Older People continues to flourish and we've had many successes over the year. 50+ Cream Tea Event 2013 – This year's summer event took place in July. The event



was entitled "What's All the Sing and Dance About?". It was an opportunity to bring together all the members of the Hangleton and Knoll 50+ Activities Groups and gather them for a summer social. The 50+ Steering Group supported by the Community Development Worker put together another fantastic Event with performances from the Hangleton and Knoll Singing Group and a new local Line Dancing Group. Both activities encouraged attendees to sing, dance and get involved and many did. We also had

cream teas available to all free of charge and prepared by the Knoll Lunch Club. We teamed up with the Hangleton and Knoll Youth Team who supported some young people to help out in the kitchen and serve the cream teas. The event was extremely well attended and for the first time ever reached maximum capacity with 90 group members coming along. The Event also featured in that week's Brighton and Hove Argus Newspaper. The lady Mayor Councilor Denise Cobb attended the event and spent time working her way round the room and speaking one to one with attendees. The Event focused on celebrating volunteers and this year's volunteer of the year award was presented to Dave Bell Chair of Friends of Hangleton Park Group an all round hard working Hangleton volunteer.



Our core Older People's event took place in October 2013 and engaged over 200 residents in health and well being activities and information from a variety of service providers across the city. The CD Worker has focused on progressing links made with service providers making sure once engaged their contacts are shared with all 50+ groups and as well as attending the large events they also provide talks to groups. Encouraging 50+ groups to communicate more and advise other groups on popular talks and activities

makes the community more cohesive the event also allowed us to conduct consultation and prioritise resident need with the 50+ Steering Group. Lady Mayor Denise Cobb officially opened the event and an afternoon of entertainment, stalls and activities were enjoyed by all.

The 50+ Steering Group have recruited a new member from the Friends of Hangleton Park Group who brings with him expertise in organising local intergenerational events and good knowledge of the local area particularly around wildlife and green spaces. The group have

also recruited three new volunteers who have been instrumental in supporting the organisation of the October event this year.

The group have recently attended city wide Ageing Better conferences with the CD Worker which resulted in the group identifying a need for



Youth Work Department

“My highlight of the year has been working at the Youth Drop in that takes place in Knoll Park Pavilion on a Wednesday evening, 6.30-8.30pm for 13-19 year olds.

Activities are planned by the young people and have included cooking, sports, sessions around healthy relationships, BBQ's, bin-bag fashion and a bushtucker trial! Around 15-30 young people attend on a weekly basis and it is a great opportunity for them to



make new friends, extend their peer network, try new things and develop various skills. One professional who attended the group stated that it is one of the most diverse groups she had seen in a 'youth club' setting, which was a big compliment in supporting the Youth Teams commitment to diversity and creating safe spaces for young people to go. The drop in is a great way of building relationships with new young people and supporting their progression into other Projects the Youth team offers. I look forward to supporting young people to develop this project further in the near future”

Michelle Old

Youth Work Co-ordinator

“My highlight of the year has been the launch and delivery of the Hangleton and Knoll Youth Manifesto, after a year of its development. The Manifesto is unique within the city and clearly lays out priorities for local youth and respective actions that should be taken around these priorities. Since the launch, the Youth Manifesto group have been involved in:



promoting the Manifesto; deciding their priority areas to focus on; partnership work with local community group Friends of Hangleton Park to improve the youth shelter in Hangleton Park; collecting information on relevant activities and issues and writing about it on the site; submitting funding bids to carry out some of the planned actions; and

running the 'Minifesto' – a peer-led group bringing together other young people to develop their own community projects, in the first instance, organising a series of events and activities for the Easter holidays. Its brilliant to be involved in such an innovative project and to see young people really taking a lead on what should happen in their neighbourhood”.

Helen Bartlett

Youth Participation Worker

“My highlight of the year is the young women's mental health event which took place on the. The young women worked really hard to plan and organise the activities on offer for the event itself. Despite some tricky peer relationships within the group, young peoples differences were put aside, and the young women turned out in force on the day of the event to help prepare the hall. It was great to see all the young women so involved. The feedback the young women received on the day from attendees was brilliant, and the young women

were able to reflect on their learning after the event. Young women were able to acknowledge the positive impact of being involved in the project. One young woman wrote 2 and a half sides of A4 about her own learning and development, from engaging with the project! The event gave the young women a positive collective experience to plan, organise and deliver, and their relationships developed through this. Young women also reflected on how important a young women's space was to them, as part of the event evaluation, so as workers, it's good to know how valued the space, and sessions are, to those involved".

Nina B Bishop

Youth Worker

A young women's space is:

'Very important to me because it gives me a place to escape and to meet new people, it is a place to be myself with no criticism from others'

'I can speak to people and be happy'



'I have somewhere to talk to people my age about worries and help others in the group'

'I need other young women to talk to, and its nice to meet new people and express how I feel towards them. I think without this group I wouldn't have let out my emotions and when I am here I can have a laugh and just get on with more people'

'I never get to see most of my friends because I never go outside, I like coming

here and seeing them in a safe space'

'I get to meet new young people who are different to me and connect with them, by supporting them and getting to know them'

'Young women's helps me to help myself more'

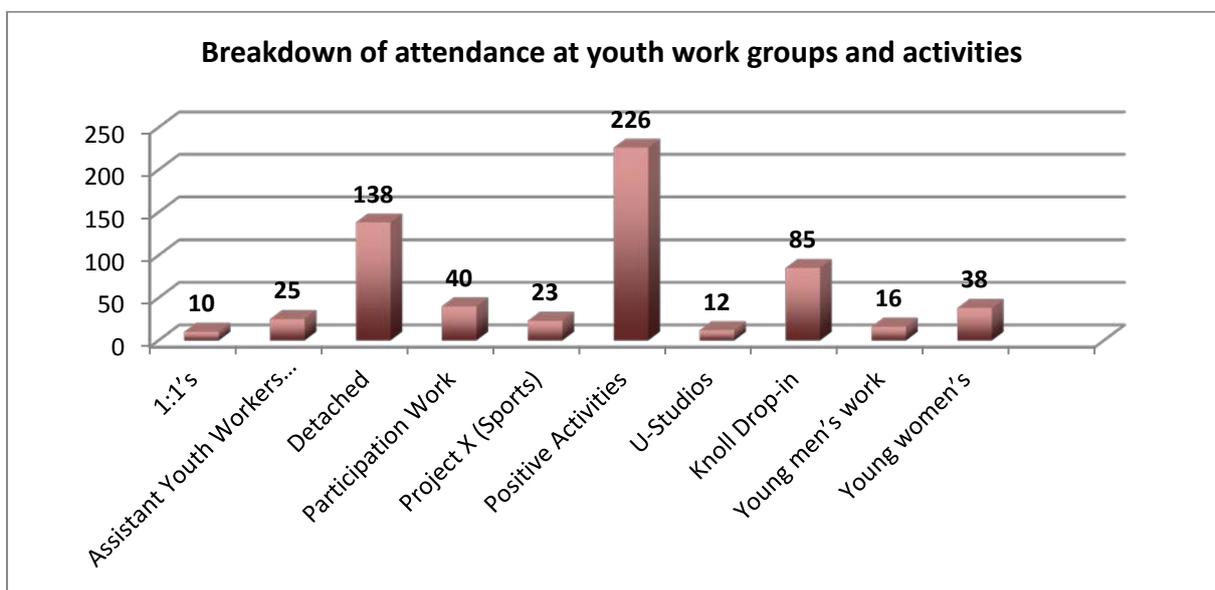
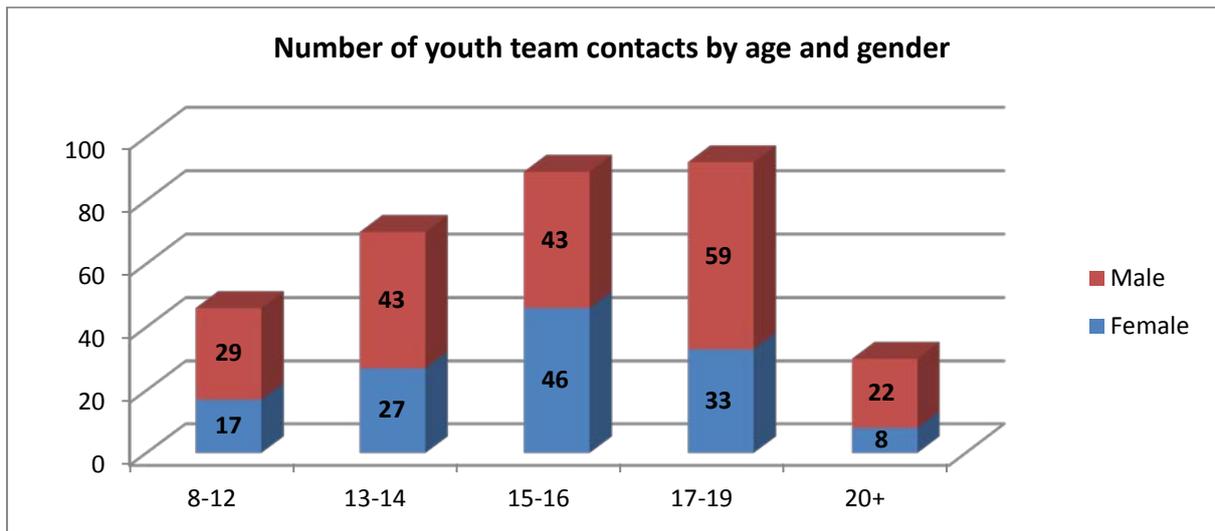
"My highlight was the young men's boxing project which took part in January and ran for 7 weeks 2014. The sessions took place at the Hit Rooms gym on Boundary Rd Hove. The young men were put through their paces every week with intense workouts. The training and skills they gained equipped them to start sparring in the ring. By the end of the course, they were able to manage 3 rounds of 3 minutes in the boxing ring, this is the equivalent of what's expected in amateur boxing. 3 young men continued to access boxing sessions at the gym after the Project had finished. Others have made progress on implementing healthier life style choices like cutting down on cigarettes, doing more exercise and eating a healthier diet. Some quotes from the young men are "I have learnt better ways to deal with my anger" "the instructor taught us never to fight in the streets" "boxing has made me more confident in myself".



3 young men continued to access boxing sessions at the gym after the Project had finished. Others have made progress on implementing healthier life style choices like cutting down on cigarettes, doing more exercise and eating a healthier diet. Some quotes from the young men are "I have learnt better ways to deal with my anger" "the instructor taught us never to fight in the streets" "boxing has made me more confident in myself".

Polly Brooks

Youth Participation Worker

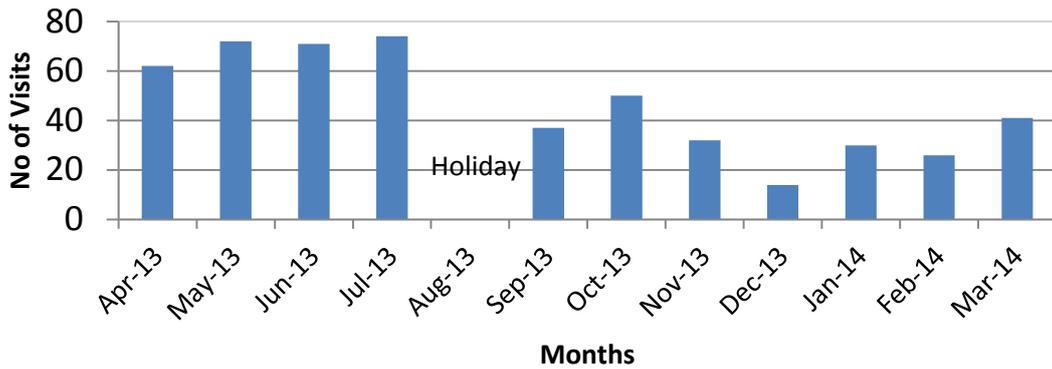


HaKIT (Hangleton & Knoll Information Technology)

This year we concentrated on our **popular IT drop-ins** and we have provided three free of charge general IT drop-ins every Wednesday. These drop ins are staffed by a mixture of qualified tutors and skilled, experienced volunteers and aim to get people online, boost IT skills and support ability to get a job or volunteer in the community.

This year has seen an increase in older men accessing this service alongside an increasing number asking for help with job search and CV support alongside the main activities of getting online and improving IT skills. In total 71 learners accessed the drop in over 509 visits. Learners are able to use the drop in to tailor their learning as they take their first steps in using a computer or getting online and as they gain confidence returning to practise, check email and learn new ways to use the computer.

Computer Drop-In Learner Visits

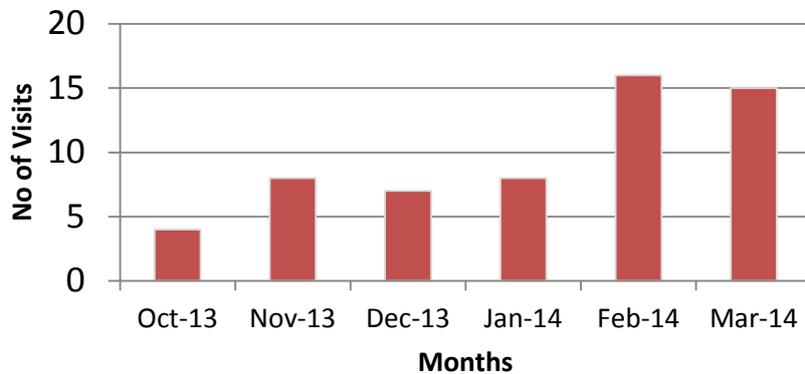


We have also launched a Specialist Financial Inclusion IT Thursday morning drop-in in response to the dual needs of residents for help to manage their money better and boost their income using IT. With David leading these sessions and helping attendees with IT skills our attendees were able to: **Increase their income by:** Job searches, CV preparation, benefits online and even selling on line. **Save or manage their money by using:** Online Banking; Online price comparison; online shopping; free software downloads; Social Media; Instant Messaging. Attendees also brought along their own laptops, tablets and smart phones, helping them make the most of their IT equipment.

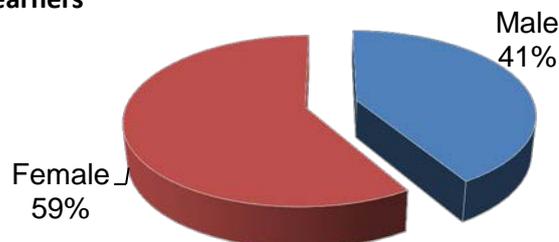
This drop ins are staffed by IT tutor David Purkiss (PGCE) who is also advice (IAG 4) trained aided by qualified, experienced volunteers Karen Bridger and Ron Shirley.

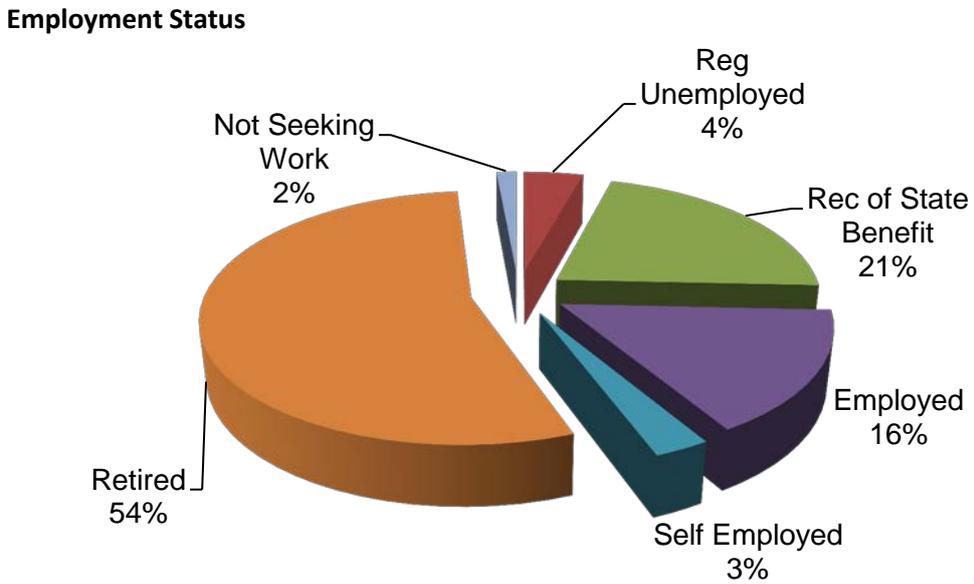
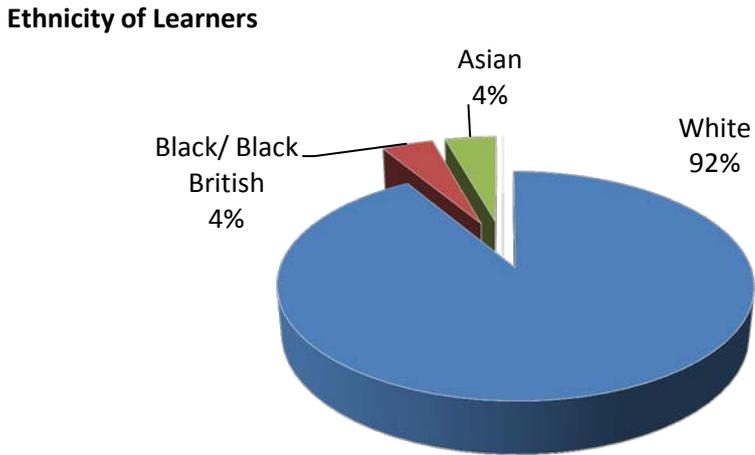
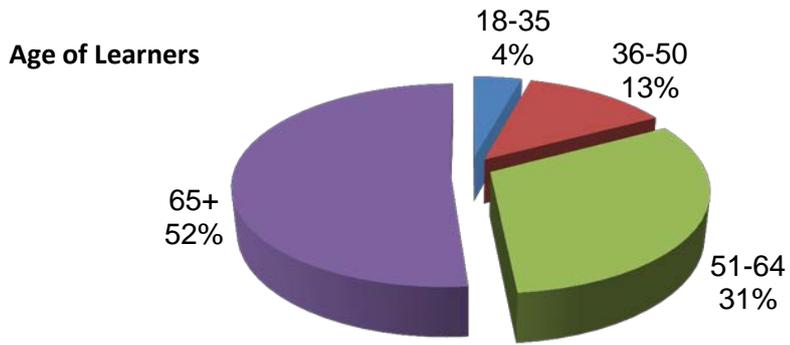
With only 5 months of the pilot Financial Inclusion project completed, this drop-in is gaining momentum and sits well alongside our general Wednesday IT drop-ins helping 18 learners over 58 visits.

Financial Inclusion Learner Visits

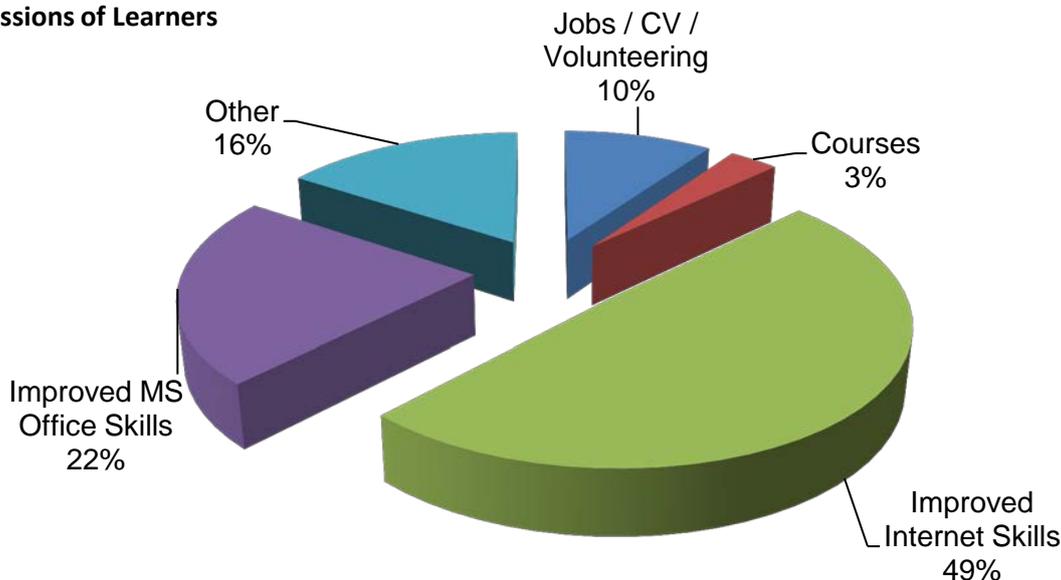


Gender of Learners





Progressions of Learners



Courses

We continue to run our popular digital photo editing courses and in the early months of 2014 we were able to begin some new English conversation (ESOL) courses, with our trained tutors Mumtaz Ahmad (Bengali speaker) and Faiza Baghoth (Arabic Speaker). We were also able to fulfil a community health and learning need by partnering with PACA to run a Singing for Health course for our 50+ residents. 63 learners benefitted from the HaKIT short course programme this year, with a full programme planned for Summer Term.

Fundraising performance

The Charity provides payroll and administration services to community groups for a nominal fee. Students on HaKIT courses pay a small contribution towards the cost of their training. The Charity does not aim to make a profit from undertaking these activities.

Investment performance

The Trustees confirm that the investments held by the Charity are in accordance with the Trustees' powers.

Factors affecting performance

During this period we had temporary management between September and December 2013 whilst our CEO had emergency surgery. We were extremely fortunate to employ a consultant who was familiar with our work for this period. The Board took on additional roles and Youth and Community Development Coordinators stepped up their work and covered relevant City meetings. With this effort we did not see any dip in performance operationally nor influence strategically.

5. FINANCIAL REVIEW

Reserves policy

The Hangleton & Knoll Project Trustees hold financial reserves because it is solely dependent on grant aid and donations. These reserves are necessary to a) allow continuity of work where there is a gap between the ending of one programme of funding and the start of another and b) to cover staff redundancy and Project closure costs should the necessity arise. Due to the changing nature of local authority funding from grants to procurement and commissioning, it is necessary to keep reserves at a level which prove financial sustainability over commissioned periods of three years and more. The reserves figure is reviewed annually by the Finance Sub-Committee and a recommendation made to the following meeting of the Management Committee with whom the final decision rests.

Any funds in deficit

There are no funds in deficit.

Principle funding sources, and how expenditure has supported key objectives

87.6% of our expenditure is on staff costs and expenses. The process of community development and youth work requires skilled staff as a fundamental resource to undertake the significant activities and meet the planned objectives and outcomes through regular face to face contact with local community groups and residents.

Investment policy

The trustees confirm that the investments held by the Charity are in accordance with the Trustees' powers.

6. PLANS FOR FUTURE PERIODS

Key objectives for the future

The Trustees intend the Charity to continue to deliver a high standard of community development, IT training and youth work in Hangleton and Knoll within existing partnerships, and to develop further initiatives where the need arises and subject to available funding. Key priorities for the period 2014-15 include:

1. Refresh of our 5 year plan bringing together The Board, staff and volunteers to work through and update priorities.
2. A look at diversification of income by exploring the feasibility of a Charity Shop to provide unrestricted income and a range of volunteering opportunities for local residents (especially young people)
3. Build upon and continue to respond to consultancy requests for our support and expertise in Community Development and Youth work.
4. Consolidate and improve our new partnerships and services for Older People and Education maximising impact by ensuring seamless collaboration and pooled efforts.
5. Develop in partnership a shared engagement, infrastructure and community development vision for the City delivered together by the local Community and Voluntary Sector, Clinical Commissioning Group and City Council all based in identified community need.
6. Work towards refined monitoring and evaluation systems for LGBT and disability work as we commence new partnerships with specialist providers.
7. Continue to develop our existing use of IT and Social Media as an efficient and cost effective means of providing information and support to residents and a method of increasing participation.

7. FUNDS HELD AS CUSTODIAN TRUSTEE ON BEHALF OF OTHERS

Description of assets held

Small amounts of money are held for three local community groups.

Details of charity (or charities) concerned

The local community groups for whom funds are held are:

- Digital Photography Group

- Knoll Youth Drop In
- Knoll Football Club

Safe custody and segregation arrangements

A small amount of funds are held on behalf of community groups that do not hold their own bank accounts. These funds are held and accounted for in separate departments within the Project accounts. Movements of these funds are recorded in the notes to the financial statements.

8. Statement of Trustees' responsibilities

The trustees (who are also the directors of The Hangleton & Knoll Project for the purposes of company law) are responsible for preparing the Trustees' 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:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enables them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement as to disclosure of information to auditors

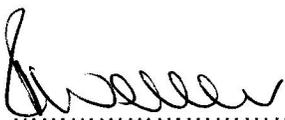
So far as the Trustees (Directors) are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's auditors are unaware, and each Trustee has taken all steps that he or she ought to have taken as a Trustee in order to make himself or herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

Auditors

A resolution will be proposed at the Annual General Meeting that Clark Brownscombe Limited be re-appointed for the ensuing year.

This report has been prepared in accordance with Statement of Recommended Practice – Accounting and Reporting by Charities and in accordance with the special provision of Part 15 of the Companies Act 2006 relating to small companies.

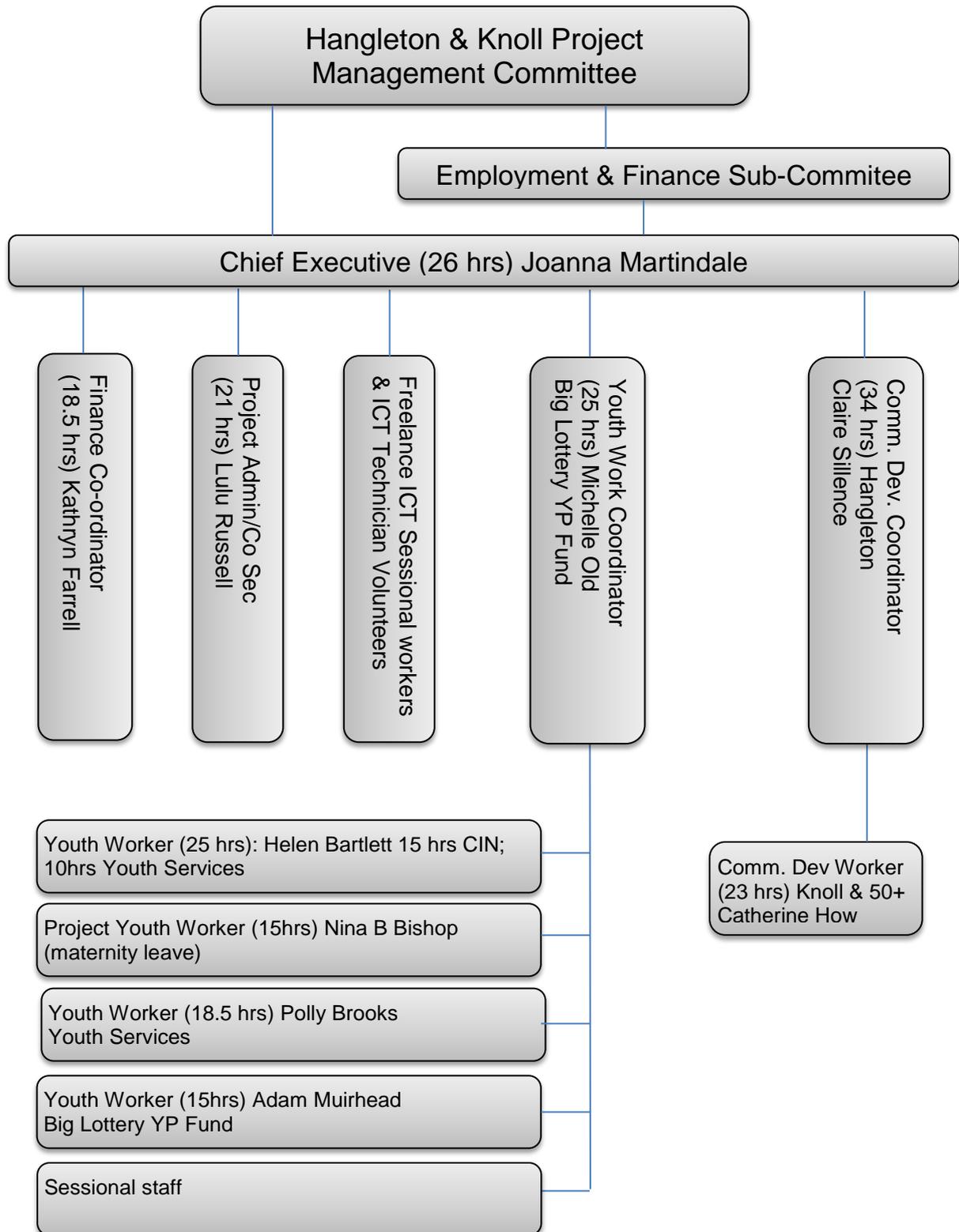
On behalf of the Trustees:



Trustee

Date: 3rd November 2014

9. Appendix 1 – Management Structure Diagram



THE HANGLETON & KNOLL PROJECT
COMPANY NO: 7260539
CHARITY NO: 1139971

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
THE HANGLETON AND KNOLL PROJECT**

We have audited the financial statements of the Hangleton & Knoll Project for the year ended 31st March 2014, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. 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).

This report is made solely to the charity'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 charity's member those matters we are required to state to them in an auditor's 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 charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

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

Our responsibility is to audit and express an opinion of 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's) Ethical Standards for Auditors.

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 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' Annual Report to identify material misstatements or 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 31st March 2014 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, 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;
- the financial statements are not in agreement with the accounting records and returns;
- 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.



Date: 5th November 2016

Christopher Robert Tyler FCA DChA
Senior Statutory Auditor
For and on behalf of Clark Brownscombe Limited
8 The Drive
Hove
East Sussex
BN3 3JT

**HANGLETON & KNOLL PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2014**

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Restricted Funds Big Lottery £	Total Funds 2014 £	Total Funds 2013 £
Income and Expenditure							
Incoming Resources							
Incoming Resources from Generated Funds							
Voluntary Income		-	-	-	-	-	945
Activities for generating funds	13	-	-	5,707	-	5,707	2,757
Investment Income		542	-	-	-	542	571
Incoming Resources from charitable activities							
Other incoming resources		500	-	258,413	28,978	287,891	307,791
Total Incoming Resources	£	1,042	-	264,120	28,978	294,140	312,064
Resources Expended							
Costs of generating voluntary income	14	-	-	-	-	-	-
Fundraising trading: costs of goods sold & other costs	15	-	-	5,707	-	5,707	2,757
Investment management costs	16	106	-	-	-	106	126
Charitable activities	17	210	-	169,383	41,264	210,857	224,011
Governance costs	18	-	-	14,521	-	14,521	16,242
Other resources expended	19	-	-	32,935	-	32,935	27,941
Total Resources Expended	£	316	-	222,546	41,264	264,126	271,077
Net Incoming / (Outgoing) Resources before Transfers	£	726	-	41,574	-12,286	30,014	40,987
Transfers							
Gross transfers between funds		-	-50,000	50,000	-	-	-
Net Incoming Resources before other recognised gains and losses	£	726	-50,000	91,574	-12,286	30,014	40,987
Other recognised gains and losses							
Gains on revaluation of fixed assets for charity's own use		-	-	-	-	-	-
Gains/Losses on investment assets		-	-	-	-	-	-
Actuarial gains/losses on defined benefit pension schemes		-	-	-	-	-	-
	£	-	-	-	-	-	-
Net Movement in Funds	£	726	-50,000	91,574	-12,286	30,014	40,987
Reconciliation of funds							
Total funds brought forward		26,585	343,440	184,039	12,286	566,350	525,363
Total funds carried forward	£	27,311	293,440	275,613	-	596,364	566,350

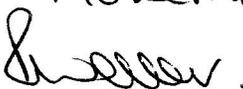
The notes on pages 31 to 37 form part of these Accounts.
There are no other recognised gains or losses for the year.
There are no acquired or discontinued activities.

HANGLETON & KNOLL PROJECT
BALANCE SHEET AT 31ST MARCH 2014
 (Registered Charity Number: 1139971)
 (Registered Company Number: 7260539)

	Note	2014	2014	2013	2013
		£	£	£	£
Fixed Assets	4		3,202		4,008
Current Assets					
Stock	5	1,607		1,918	
Debtors & prepayments	2	2,308		5,434	
Short term deposits		590,568		557,482	
Cash at bank and in hand		348		380	
			594,831		565,214
Current Liabilities					
Amounts falling due within one year	3		1,669		2,872
Net Current Assets			593,162		562,342
NET ASSETS		£	596,364	£	566,350
Funds	6				
Unrestricted			27,311		26,585
Designated	7		293,440		343,440
Restricted			275,613		196,325
		£	596,364	£	566,350

The 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).

Approved by the Trustees on

3rd November 2014


(date) and signed on their behalf by

Trustee

The notes on pages 31 to 37 form part of these Accounts

**HANGLETON & KNOLL PROJECT
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2014**

1. ACCOUNTING POLICIES

Basis of Preparation

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). In preparing the financial statements the Charity follows best practice as set out in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP) issued in March 2005. The financial statements have also been prepared in accordance with the Companies Act 2006 and the Charities Act 2011.

Tangible Fixed Assets and Depreciation

Statements on Fixed Assets, depreciation policies and stock valuation may be found in Notes 5 & 6 respectively.

Income

Our policy on the recognition of grants received is to recognise them when they are received, however on occasions where a final grant payment relating to an existing grant is due but unpaid at the end of a financial year, the amount will be brought in to the accounts as a debtor. If grants are received in advance of any financial year they are apportioned to the relevant year. All other incoming resources are accounted for on a receivable basis.

Resources Expended

Resources expended are recognised in the period in which they are incurred and include attributable VAT which cannot be recovered.

In accordance with the Statement of Recommended Practice: Accounting by Charities, the resources expended have been categorised as follows:

- (i) Cost of Generating Funds - comprise those costs incurred in publicity and fundraising events.
- (ii) Charitable Activities - comprise all expenditure directly relating to the principal activity.
- (iii) Governance Costs - include those incurred in the governance of the Charity and its assets and are primarily associated with constitutional and statutory requirements.
- (iv) Other resources expended - staff costs and expenses incurred in the day to day management and administration of the charity.

Operating Leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the Statement of Financial Activities.

**HANGLETON & KNOLL PROJECT
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31ST MARCH 2014**

1. ACCOUNTING POLICIES (continued)

Funds

The Charity has the following funds:

Unrestricted Funds - These are funds where there are no externally imposed restrictions and are freely available to the the Charity for expenditure on its objects or appropriation to reserves for internally designated purposes.

Designated Funds - These are unrestricted funds earmarked by the charity for particular purposes. (Note 7).

Restricted Funds - These are to be used for specific purposes as laid down by the donor. (Note 22).

Taxation

The company is a registered charity and under Section 505(1) of the Income and Corporation Taxes Act 1988 is exempt from taxation on its charitable activities

Cash Flow Statement

The company has taken advantage of the exemptions from preparing a cash flow statement on the grounds that it qualifies as a small company.

	Note	2014	2013
2. DEBTORS & PREPAYMENTS			
Debtors	£	-	2,106
Prepayments		2,308	3,328
		2,308	5,434
		2,308	5,434

		2014	2013
3. CURRENT LIABILITIES			
Amounts falling due within one year:			
Balances held for Community Groups	11	823	823
Accruals		730	1,933
Other Creditors		116	116
		1,669	2,872
		1,669	2,872

**HANGLETON & KNOLL PROJECT
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31ST MARCH 2014**

4. FIXED ASSETS		Furniture & Fittings	Computers	General Equipment	Total
<u>Cost</u>		£	£	£	£
At 1st April 2013		3,247	48,887	8,069	60,203
Additions in year		-	-	-	-
Disposals in year		-	-	-	-
At 31st March 2014	£	3,247	48,887	8,069	60,203
<u>Depreciation</u>					
At 1st April 2013		3,131	45,189	7,875	56,195
Charge for year		24	741	41	806
Depreciation on Disposals		-	-	-	-
At 31st March 2014	£	3,155	45,930	7,916	57,001
Net Book Value 31.3.14	£	92	2,957	153	3,202
Net Book Value 31.3.13	£	116	3,698	194	4,008

Tangible fixed assets costing in excess of £1000 are capitalised and included at cost, including any incidental expenses of acquisition.

Depreciation has been provided on the following basis:

Furniture & Fittings	20% - Reducing Balance
Computers	20% - Reducing Balance
General Equipment	20% - Reducing Balance

A full year's depreciation to be charged in the year of acquisition, none in the year of disposal.

5. STOCKS

Stocks of stationery and postage stamps held at 31st March 2014 to be used in the year to 31st March 2015, amounting to £936 and £671 respectively, are valued at cost.

**HANGLETON & KNOLL PROJECT
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31ST MARCH 2014**

6. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Designated Funds	Restricted Funds	2014	2013
	£	£	£	£	£
Tangible Fixed Assets	-	-	3,202	3,202	4,008
Net Current Assets	27,311	293,440	275,613	593,162	562,342
	27,311	293,440	278,815	596,364	566,350

7. DESIGNATED FUND

	2014	2013
	£	£
The Designated Fund was introduced to cover possible future shortfalls in funding, relating specifically to staff.		
Balance at 1st April 2013	343,440	343,440
Transferred to fund in year	-	-
Transferred from General Fund	-	-
Less: Charge to Fund in year	50,000	-
Balance as at 31st March 2014	£ 293,440	343,440

8. STAFF COSTS & EXPENSES

	2014	2013
	£	£
Salaries	152,433	123,271
Employer's National Insurance	8,043	8,767
Pension Costs	7,214	7,049
Sessional Staff	16,231	23,419
Other Staff Costs & Expenses	73,778	76,121
	£ 257,699	238,627

Average number of employees (Full time equivalent) 7 7

No employee earned £60,000 or more.

The Charity operates a stakeholder pension scheme available to all employees. The employer contribution (available to employees who have completed their trial period) for 2013/14 was 6% of gross salary.

**HANGLETON & KNOLL PROJECT
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31ST MARCH 2014**

9. TRANSACTIONS WITH TRUSTEES AND CONNECTED PERSONS

There were no material arrangements, including transactions, contracts and grants, that existed during the period with any trustee or connected person.

No expenses were reimbursed to the Trustees during the period.

10. GRANTS RECEIVED

The main sources of income in the year were grants and brief details of our major funders are shown below:-

	Unrestricted Funds	Restricted Funds
	£	£
Brighton & Hove City Council	-	129,291
Impact Initiatives	-	48,760
Grants from Trusts	-	23,962
BBC Children in Need	-	17,793
The Trust for Developing Communities	-	500
Brighton & Hove City Primary Care Trust	-	550
Amaze	-	300
Total	-	221,156
Big Lottery	-	28,978
Grand Total	£ -	250,134

11. MOVEMENT OF FUNDS HELD FOR COMMUNITY GROUPS

	Opening Balance	Income in Year	Expenditure in Year	Closing Balance
	£	£	£	£
Knoll Youth Drop In	271	-	-	271
Knoll Football Club	399	-	-	399
Digital Photography Group	153	-	-	153
£	823	-	-	823

**HANGLETON & KNOLL PROJECT
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31ST MARCH 2014**

12. CORE COSTS

Core costs have been funded for the year 2013/14 by management fees for the individual projects worked on, together with funds brought forward from the previous year in the Management & Administration department, plus a grant from Brighton & Hove City Council and a transfer from reserves.

13. ACTIVITIES FOR GENERATING FUNDS

Income generated from the provision of payroll and administration services to community groups and from contributions from participants in IT training courses. No profit is made from provision of these services.

14. COSTS OF GENERATING VOLUNTARY INCOME

£ Nil

15. FUNDRAISING TRADING

Staff costs and expenses £ 5,707

16. INVESTMENT MANAGEMENT COSTS

Bank charges £ 106

17. CHARITABLE ACTIVITIES

Staff costs and expenses directly related to achieving the objectives of the charity £ 210,857

18. GOVERNANCE

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Staff costs and expenses	-	12,721	12,721
Audit fee	-	1,800	1,800
Professional fees	-	-	-
£	-	14,521	14,521

**HANGLETON & KNOLL PROJECT
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31ST MARCH 2014**

19. OTHER RESOURCES EXPENDED

Staff costs and expenses incurred in the day to day management and administration of the charity

Management	£	10,288
Finance		12,721
Information Technology		-
Human Resources		10,358
		33,367
Fundraising trading expenditure included above		432
Investment Management costs included above		-
		33,799
Total Other Resources Expended	£	32,935

20. CAPITAL

The charity is a company limited by guarantee. Every member promises, if the charity is dissolved while he or she is a member or within twelve months after he or she ceases to be a member, to contribute such sum (not exceeding £1) as may be demanded of him or her towards the payment of the debts and liabilities of the charity incurred before he or she ceases to be a member, and of the costs charges and expenses of winding up, and the adjustment of the right of the contributories among themselves.

The members of the Charity may at any time before, and in expectation of, its dissolution resolve that any net assets of the Charity after all its debts and liabilities have been paid, or provision has been made for them, shall on or before the dissolution of the Charity be applied or transferred in any of the following ways:-

- a) directly for the Objects, or
- b) by transfer to any Charity or Charities for purposes similar to the Objects, or
- c) to any Charity for use for particular purposes that fall within the Objects.

**HANGLETON & KNOLL PROJECT
FINANCIAL SUMMARY
FOR THE YEAR ENDED 31ST MARCH 2014**

	Opening Balance £	Income for year £	Costs of Vol Income £	Fundrais'g Trading £	Investment Mgmt costs £	Charitable Activities £	Gov'nance £	Other £	Transfer Funds £	Surplus / Deficit Yr £	Closing Balance £
Restricted Funds											
Community & Youth Work	89,055	135,430	-	2,800	-	119,524	-	-	-	13,106	102,161
Neighbourhood Review	280	-	-	-	-	280	-	-	-	-280	-
HaKIT	29,260	35,188	-	2,475	-	13,893	-	-	-	18,820	48,080
SRB Administration	34	-	-	-	-	8	-	-	-	-8	26
Opportunity Centre	372	-	-	-	-	76	-	-	-	-76	296
Park Life	1,519	-	-	-	-	-	-	-	-	-	1,519
Management & Admin	23,753	45,007	-	432	-	6,742	14,521	31,194	-50,000	42,118	65,871
Youth Projects	20,456	24,852	-	-	-	3,228	-	-	-	21,624	42,080
Health Promotion	3,767	5,850	-	-	-	8,583	-	-	-	-2,733	1,034
H&K Parks	7,472	-	-	-	-	-	-	-	-	-	7,472
Football Development	5,000	-	-	-	-	-	-	-	-	-	5,000
Work with Parents	729	-	-	-	-	-	-	-	-	-	729
Youth Participation	2,342	17,793	-	-	-	18,790	-	-	-	-997	1,345
Young People's Fund 2	12,286	28,978	-	-	-	41,264	-	-	-	-12,286	-
	196,325	293,098	-	5,707	-	212,388	14,521	31,194	-50,000	79,288	275,613
Unrestricted Funds											
General Fund	26,585	1,042	-	-	106	210	-	-	-	726	27,311
Designated Funds											
Designated Fund	343,440	-	-	-	-	-	-	-	50,000	-50,000	293,440
GRAND TOTAL	£ 566,350	294,140	-	5,707	106	212,598	14,521	31,194	-	30,014	596,364