



The Hangleton & Knoll Project

Working for a better community

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 2018**

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Report of the Trustees for the Year to 31st March 2018

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) Mrs Raminder Kaur Gill (Vice Chair) Ms Sophie Murphy (Vice Chair) Lady Ann Tizzard (Treasurer) resigned 8.11.17 Mr Keith Mason Mr Timothy Read Mr Jack Stanford Mr Nicholas Stephen Goslett (Treasurer Coopted 22.2.18) Miss Nichola Jane Quinn Mrs Anna Muten
Company Secretary:	Lulu Russell
Non-voting Observers:	Cllr Dawn Barnett; Cllr Tony Janio
Chief Executive:	Joanna Martindale
Independent Examiner:	John Thacker FCA DChA Chartered Accountant Chariot House Limited Chartered Accountants 44 Grand Parade Brighton East Sussex BN2 9QA

Staff employed during the year ended 31st March 2017:

Management & Administration:	Joanna Martindale – Chief Executive Officer Kathryn Farrell - Finance Coordinator (left Apr 2017) Mandy Tyler- Finance Coordinator (started 1.5.17) Lulu Russell - Project Administrator
Community Development:	Claire Johnson – Community Development Coordinator Clare Hopkins - Community Development Worker
Youth Work:	Helen Bartlett – Youth Worker (left Aug 2017) Michelle Old – Youth Work Coordinator Nina Bhirangi-Bishop – Youth Worker Polly Brooks – Youth Participation Worker Andy Johnson - Youth Sessional Worker Lisa Williams- Youth Sessional Worker Rachael Sergeant - Youth worker (started 8.11.17) Robert Brown - Youth worker (started 5.2.18)
HaKIT:	David Purkiss – Freelance Trainer Mumtaz Ahmed - Freelance Trainer
Routes:	Nicole Monney – Information Advice & Guidance Coordinator
Volunteers:	Aaron Checksfield- Youth Work- Young Leader Alan Issler – Community Development Alexander Monney – HaKIT & website Anna Muten - HaKIT Angie Walker – Community Action & 50+ Carmel O'Dell – Community Development Elle Hartle - HaKIT Jack Stanford – Youth Manifesto/ Youth Trustee Karen Bridger – HaKIT Lead Volunteer Megan Baker – Youth Work – Young Leader Robbie Clayton- Youth Work-Young Leader Chloe Hollingsworth- Youth Work-Young Leader Nick Goslett – Community Development 50+ Ray Welch - HaKIT Sophie Murphy – Youth Trustee
Project Offices:	St. Richards Church & Community Centre Egmont Road Hove BN3 7FP Tel: 01273 706469; 01273 410858

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2018. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

2. STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The Charity was incorporated 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.

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

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. We monitor all areas of our work closely and are active in targeting work where there are gaps in representative participation. 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 three 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, agrees the Terms and Conditions of Employment of the Project's staff, take responsibility for the process of employment of new or replacement staff and advises 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
- Allsorts
- Alzheimer's Society
- Amaze
- Benfield Valley Health Care Hub

- Black History Month
- Blatchington Mill School
- BMEYPP
- Brighton Housing Trust
- Brighton & Hove City Council
- Brighton & Hove Clinical Commissioning Group
- 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 People's Theatre
- CAMHS
- Clinical Commissioning Group (CCG)
- City Connect
- Citizens Advice Bureau
- Community Transport
- Compass Travel
- Community Works
- Community Safety Forum
- CRI Health Promotion Substance Misuse Team
- Dignity
- Extra Time
- Friends Centre
- Healthwatch
- Hangleton Children's Centre
- Hangleton Community Centre
- Hove Park School
- Hove Job Centre
- Hove Medical Centre
- Impact Initiatives
- Impetus Neighbourhood Care Scheme
- Inspire
- Job Centre Plus
- Local elected members: Cllr Nick Lewry, Cllr Dawn Barnett & Cllr Tony Janio
- LGBT Switchboard
- Links Road Surgery
- Mind
- Mind Out
- Money Advice Service
- National Careers Service
- Portslade Academy (PACA)
- Public Health Team

- Right Here Project
- RISE
- Samaritans
- Safehaven Sussex CIC
- Serendipity (SES)
- Sing for Better Health
- St Helens Parish team
- St Richards Church and Community Centre
- Sussex Community Foundation
- Sussex Police
- Sussex Interpreting Services (SIS)
- Sussex Prisoner Families
- The Bridge Community Education Centre
- Possability People
- The WISE project
- Trust for Developing Communities
- Wish Road Surgery
- Whitehawk Inn
- Women's Gateway Project
- WRVS
- WEA Adult Education
- YMCA Downslink

The Charity is a member of Community Works, our local infrastructure and representation body. We are also in partnership with them and The Trust for Developing Communities delivering Community Development within our area and Black and Ethnic Minority engagement as part of the City offer to small groups and residents.

The CEO attends the Community Works Representatives Council and Council Neighbourhood Inclusion Community and Equality Committee meetings as the locally elected CVS Communities Representative. The Charity regularly attends the Children & Young People's Network, Communities Network and Adult Learning Group meetings locally. Until Oct 2017 we were part of an eight organisation Collective delivering youth work in the City. The funding programme changed to be area based and from October 2017 we now lead Youth work in the West of the City taking in a wider geographical area than previously and expanding the reach of our detached work. We are also part of the City response to financial exclusion with a partnership led by the Citizens Advice Bureau called Moneyworks. We deliver the community-based education offer which seeks to provide residents with the tools to manage their finances and increase their income alongside community based access to specialist case work advice and support.

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 when necessary to address imminent risks to the organisation'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 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 improve the health and wellbeing of all residents and increase their ability to self manage and reduce negative impacts of long term conditions
- 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 collectively to 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 six months to a year so that they are able fully to 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 policies, 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 a 'UK Online' IT training suite in St. Richard's Community Centre. 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.

HaKIT activities typically include:

- Training for Community Groups
- Taster sessions
- Free weekly computer and Internet access drop-ins - both day and evening sessions
- 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 CVs
- 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 – 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.

Routes

Routes is a local project offering free, personal support for anyone needing some help on their journey into employment, and is funded by the European Social Fund and the Big Lottery Fund. We provide an Information and Advice service for adults of all ages, and a space to explore new opportunities, confidence building activities, updating skills, and making real progress towards better work opportunities.

Specific activities include:

- 1-2-1 tailored support for as long as is needed
- learning opportunities, such as literacy and IT skills
- access to volunteering, and training across the city
- help in addressing barriers to employment and training
- we start with a conversation and end up with a personal plan, designed to develop skills and increase chances of finding the right job
- there are budgets and resources to help with achieving training, learning and job goals
- we also provide financial support where needed for the important day-to-day practical issues, like travel and childcare.

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 2017-18

- Undertake a whole neighbourhood consultation and embed in a new 5 year strategic plan across all departments to deliver for our community
- Explore opportunities for dedicated youth space to replace the three youth centres that have closed in the West of the City
- Maximise community benefit from sec 106 planning agreements on three forthcoming major development sites
- Extend relationships with our three partner GP surgeries who attend the Health Forum to encompass the whole area GP cluster. Actively explore ways in which our local community offer can support the health offer and enhance their ability to socially prescribe in HK

- Achieve Matrix accreditation for our new Information and Guidance (IAG) work
- Work to refine our IAG offer and develop an evidence base on impact over the life of the EU/Lottery funded programme
- create strategic alliances to meet the need for alternative education and housing support for young people in the West of the City with nurtured and clear pathways developed by local young people. HKP will coordinate a Youth focused front liner group to help this process
- Continue to respond to consultancy requests for our support and expertise in Community Development and Youth work, spreading our recognised best practise and increasing income raised this way
- Build upon our successful partnership with the Trust for Developing Communities and CommunityWorks to engage with Black and Minority ethnic residents and work in partnership to capacity build the City BME community infrastructure to best meet the needs of BME residents
- Continue our ongoing role in City budget setting through CEO elected role as Communities lead for City CVS
- Continue to develop a flexible, responsive shared engagement, infrastructure and community development vision for the City delivered in partnership by the local Community and Voluntary Sector, Clinical Commissioning Group and City Council all based in identified community needs
- Work to increase both the number of volunteers supporting HKP services and our capacity to support them well. Concurrently develop updated shared systems to recruit volunteers for HK community groups and organisations
- 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.

2017 was the final year of our 5 year strategic plan, adopted in 2012 and refreshed in 2015. 2017 saw a whole area neighbourhood resident conference and young people's event to consult on future priorities and needs. This is due to be published Summer 2018.

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 Third Sector Investment Programme (TSIP) as a contribution towards the organisation's overall management and administration costs as part of the Community Development Commission.

Community Development

Brighton & Hove Community Works Prospectus funding enables our core Community Development offer to support representative groups such as Community Action, local Parks groups, community festivals and community buildings alongside work targeted at specific vulnerable communities of interest e.g. Parent Carers and people with long term health conditions. This also includes BME engagement which is delivered in partnership with the Trust for Developing Communities.

The Charity has continued to receive funding through BHCC for our Older People's Locality programme of work which supports older people to come together as the 50 Plus Steering Group and oversees an older people led programme of trips, groups and activities. This was supplemented by funding from the Dementia Action Alliance to support a project delivering dementia friendly community sessions and some targeted groups and activities for those living with dementia and their carers.

The Charity received funding to deliver a number of smaller projects over the year including:

Brighton & Hove NHS Clinical Commissioning Group (CCG) funding which has continued to support our West Area Health Forum which brings together residents, patients and community group leaders with Practice Managers from six local surgeries, to look at community solutions to Health and Wellbeing issues, alongside feeding in and back, to improve local health services.

We received CCG funding to deliver a series of consultation events around a GP merger in the West.

CCG psychosocial money funded a partnership between ourselves and the Trust for Developing Communities to deliver a Citywide programme of health and wellbeing activities. In Hangleton and Knoll, our focus has been BME women's health. CCG and BHCC BME Engagement funding has enabled us to deliver an outreach programme to engage with BME men and young people. The programmes are complimentary and add value to our core work. The CCG element includes delivery of focus groups around specific health conditions. As part of our POPP (Parent outreach project) work, Amaze awarded us funding to cover room hire, publicity and refreshments to support parent carers in the community. Impact Initiatives funding formed part of a community partnership to deliver a network of activities across the City for Older People's Day, and enabled us to deliver an information day for older people.

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

Youth Work

BHCC continued to fund the Charity, as part of the 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, as well as young women's group activities. This funding ended in October 2017 when the contract changed and HKP became responsible for delivering a youthwork offer to the West of the City over a 2.5 year contract.

We also work with Impact Initiatives and the Trust for Developing Communities to deliver an offer for Sussex Community Foundation Trust, working alongside the School Nurse service. Our skilled youth worker supports some of the most vulnerable young people in the City with casework and a link back into mainstream youth and community activity should that be appropriate.

We also build on our core offer to provide targeted group work to our most vulnerable young people. These additional pots of money include **Sussex Community Foundation Social Action Fund** delivering a programme of volunteering, the **CCG Young People Health Champions** focus to support young people to become peer mentors and to address their own health needs; the **Noel Bennet Trust** funds both our young men's project as well as our Young Leaders programme whereby young people receive training and support to gain volunteer experience with our youth work activities; **Community Safety Fund** enables us to work with young people to reduce

incidences of anti-social behaviour; and **The Blessed Virgin Mary Trust** to support work with vulnerable young women.

HaKIT

The Charity received **Neighbourhood Learning in Deprived Communities** funding to support three free tutor led and volunteer supported IT drop-ins alongside a small programme of community learning which, in this period, has focused on the needs of our ESOL communities and residents who need to improve their digital skills.

Funded by **BHCC's MoneyWorks** project, we form part of a Whole City Partnership led by the Citizen's Advice Bureau working to address financial exclusion. Alongside other education partners in the City our focus is financial literacy through digital inclusion. This supports an additional Friday tutor led computer drop-in.

Routes

In November 2016 we learned we were successful in our stage 2 bid to the **Lottery** and **EU** for **Building Better Opportunities** funding which funds Information Advice and Guidance work to help residents with multiple barriers to undertake training, work placements and ultimately obtain employment, and runs until Feb 2019.

Grant making policies

Grant making 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

Another busy year has passed, and this year we have received funding from Sussex Community Foundation, Homity Trust, Mental Health innovations, Brighton and Hove City Council, Clinical Commissioning Group and the Blessed Virgin Mary. All of these pots of funding keep our wide variety of work going, so many thanks to all.

A very important part of the wider Community are the many volunteers who make so much possible and they are the foundation of all that we do. And also thank you to our three Councillors who are so supportive, as well as all of our fantastic staff and trustees.

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 14,880 with 5,500 households. The Knoll estate was built in the 1920s and has around 750 homes but no shops. Laburnum and Moyne – an area of the Hangleton and Knoll Ward – comprises mostly of housing association stock built in the 1970s. Local data (Brighton and Hove Community Insight data 2017) shows the demographic profile having a higher than national average number of children and young people (0-15yrs) and an above average number of older people when compared to the national average. Hangleton & Knoll has a lower than national average number of working age people, and a higher dependency ratio suggesting a higher than national average number of carers living in the community. 27% of adults in Hangleton and Knoll have no qualifications and only 32% of people aged 16-74 are in full time employment compared to 39% across England.

Areas of notable concern within the community of Hangleton & Knoll include:

- 36% of households have no car on the Knoll Estate compared with 26% across England
- 26% of children are living in poverty in the Knoll Estate compared with 20% across England
- 21% of people have a limiting long-term illness in Hangleton and Knoll compared with 18% across England
- 28% of people have no qualifications on the Hangleton Estate compared with 22% across England
- 2% of households lack central heating in Hangleton and Knoll compared with 3% across England.

Themes to be celebrated within Hangleton & Knoll are:

- The overall crime rate is lower than the average across England
- The % of people 'satisfied with their neighbourhood' is higher than the average across England.

HIGHLIGHTS FOR 2017-18

Management and Administration

We continue to be very proud of our ability to join up our services on the ground ensuring that people from all our diverse communities have access to inclusive, holistic, person centred services. Our local offer enhanced by the dozens of partnerships we facilitate/are part of brings reach to City specialist organisations and the benefits of those services locally.

Our approach is based on both need and demand, the offer led, managed and shaped by the community for the community.

Despite the ever more challenging funding environment, we are thriving because we clearly understand what we do and do it exceptionally well; retaining highly skilled staff who appreciate working for an organisation that places reflective learning and continuous improvement at the heart of all we do.

This year we completed the process of developing our strategic plan. This commenced with a conference attended by over 50 residents talking about current and future priorities for the community. Running alongside this we ran a youth conference attended by 26 young people delivering a parallel exercise. This information was taken to an HKP away day attended by Trustees, staff and volunteers and then formulated into the 2018-2023 strategic plan ensuring that everything we do is rooted in identified community need and priorities.

Running concurrently to this strategic planning was a partnership project with the City Council where we led on developing a neighbourhood plan for the area. This is due to be published by the Council in 2018 and is part of a process of devolution of services to neighbourhoods - rooted in shared community and statutory provider agreed actions for improvements. This is an agile, flexible plan and a programme of training for service providers supported by HKP, CommunityWorks and the Trust for Developing Communities.

We were pleased to be able to respond to a new initiative from the City Council Planning Department. The Community Infrastructure Levy (CIL) will replace Section 106 as a mechanism where developers mitigate impacts of their development to communities. This will give local people an increased voice over how developer investment is used. We are in the process of dedicating the Hangleton and Knoll ward as a formal 'Neighbourhood Area' and have supported Community Action, a local group, to become an official 'Neighbourhood Forum' taking forward work we have been delivering in partnership with Planning to give residents a chance to shape the SPD, the planning document that relates to Toad Hole Valley, a major development site locally.

2016/17 brought some serious threats to youthwork as the City Council proposed a 100% reduction in funding. The commission was reinstated in February 2017 with cross party support and strategically we worked with the City Council to develop a new Youth grants offer which launched on October 2017, securing our youthwork offer until March 2020 and widening the scope of delivery for HKP across the whole West of City. We attend quarterly, partnership meetings working ever more closely with BHCC Children's and Housing services to target our offer to those most in need and move ever closer to service integration. During this period we have not progressed our aims around a dedicated youth space but we have bid to manage the Council's mobile service, the Youth Bus which will provide a focus for detached work and a space for small group work if we are successful.

We have also continued to influence development for communities and young people through our CEO's elected role as Communities rep for the City and her seats on the Neighbourhoods Communities and Equalities committee helping ensure that the impact of investment in the local CVS and communities is well understood by all.

We were successful in gaining EU/Lottery funding for Information advice and Guidance (IAG) to support people into employment and education as part of a City partnership led by CommunityWorks in 2016. This service has gone from strength to strength during this period with outstanding feedback from participants and Hove Job centre plus and with HKP delivering all the job

outcomes for the programme in the City. We will (hopefully) achieve Matrix accreditation in November 2018 for these services. This IAG work is hugely complimented by the ongoing investment of Neighbourhood Learning in Deprived Communities (NLDC) money and Moneyworks partnership, which fund our busy and established IT drop ins at St Richard's which have always supported people to get online and use computers but which now have an additional demand from people moving into digital benefits such as Universal Credit and with online job searching. Digital skills are ever more important as many public services move to being 'digital by default' and the best commercial deals are only available online. The link between digital and financial exclusion is entrenched and we are continuing to strengthening our offer to ensure that no one gets left behind as the world moves ever more swiftly away from personal, face to face services.

Our work bringing together Primary Care providers, the Clinical Commissioning Group (CCG) and local people continues to grow and in this period the West Area Health Forum was launched. The CCG has recognised our work as a model of best practice and is currently rolling it out across the City. We are now working across a wider area, allowing us to have influence over work of the 'cluster' of our member GP surgeries. We are deepening relationships with local surgeries with partnership projects looking at the needs of young people in accessing GP services and work around menstruation and women's access to period products, both areas identified by local young people health champions as in need of addressing.

We understand that we need ongoing work to diversify our income streams and continue to be pleased with the progress we have made in attracting new contacts and commissions. We are developing new impact measurements and over this year have had a successful trial of a whole organisation evaluation around organisational outcomes. We know we need to do more to continue to demonstrate both impact and value and will seek to build upon our successful pilot in the next period across our services. We will continue to work closely with our statutory partners to develop systems of co-production, enhancing integration going forward and increasing opportunities for residents to be part of shaping the services they use.

We are never complacent, we know that to continue to thrive we must continuously improve and respond to all the opportunities that come our way – and seek out the ones that don't! In this endeavour I am supported by one of the strongest Trustee boards in the City, where each and every member is linked into and expert in, the various strands of our work, ensuring governance of the highest quality and services that are completely accountable. Our staff team is highly experienced and benefit from the support of a skilled team of dedicated volunteers. We simply are what we are because of everybody's willingness to embody our values and go the extra mile in all the work they do.

Joanna Martindale
Chief Executive Officer

Hello everyone, another year has flown by in the Management and Admin office. Here's just a few of the highlights from my busy year.

Publicity & Marketing: We continue to support local newsletters and have a page in the bi-monthly Scroll and Harbinger. We started the year by report about Youth Funding. The Council had decided to withdraw all funding for Youth services but after a fantastic campaign lead by young people (supported by parents and youth workers) and much help from local counsellors and CEOs, the Council reversed its decision, a win for young people and Youth Work all over the city. Over the year, we also wrote short articles on HKP Staff, awards, and our wonderful community groups. I continue to produce our E Newsletter; it currently reaches almost 600 people and is a great source of local 'What's on' information, latest HaKIT courses and of course HKP news.

PQASSO: As part of our Practical Quality Assurance System for Small Organisations, we began work on data auditing ready for the General Data Protection Regulations (GDPR) ready for the end of May. We audited and analysed the data collected throughout HKP to make sure that every piece of data collected was necessary. We also scrutinized our procedures around protecting each individual's data so that we were certain that the information collected was kept private.

HNF: Once again, we were lucky enough to receive Healthy Neighbourhood Funding for the local community groups. This funding gives grants of up to £400 for a health focused project, activity or event. This year we received 11 applications and 10 Community Groups benefited from this fund. The range of local community groups that are part of Hangleton and Knoll continue to grow and diversify, from community groups run by older young people to support 12+ to the amazing range of older people groups and everything in between. Hangleton and Knoll community is rich in its diversity.

Volunteers: I currently support four volunteers at HKP, one of my favourite parts of my role. We are so lucky to have such fantastic volunteers and it is a real pleasure to support them.

Time rushes by, always busy and wearing many hats, and I would not have it any other way!

Lulu Russell
Project Administrator

Community Development Work

My highlight of the year was setting up a new group called Shape up and feel better. In September 2017 the Brighton and Hove Food Partnership ran a free 10 week Shape up course at one of our local community centres combining circuit exercise and nutritional advice. It was a brilliant course (I attended it myself!) and a group of local people with a common interest formed and didn't want the sessions to end. I worked with the Food Partnership to continue running the sessions weekly, they helped secure a tutor and provided the nutrition sessions and I approached our local action team, Community Action, who were holding funds to support the set up of new groups. They agreed to fund a trial course. I then developed publicity, delivered local outreach and promotion and agreed a nominal contribution with the group to ensure its financial sustainability post the trial.

After a couple of months the group decided they wanted the sessions to continue without nutritional advice and to focus on exercise and a chat afterwards! I'm currently supporting the group to explore running a second weekly session in the evening and working with them to apply for some funding to trial this.

I'm really proud of this piece of work, primarily because it's met a health and well being need in our community and secondly because this is the first time in the city that a Shape up course has evolved into a community group supported by the model of community development work.

I believe the success of setting up this group is very much down to



Shape up and Feel Better Group Session June 2018

partnership working and utilising a variety of networks and resources.

"I must admit I enjoy the 'Shape Up' class and look forward to it. It gives a feeling of wellness, and keeping fit is a must in our trends of life nowadays. Since doing exercises I feel my aches and pains are at bay, and all my joints feel loosened, I feel fit in doing my daily chores. Coming to the centre gives a feeling of togetherness" (Quote from participant)

Claire Johnson

Community Development Co-ordinator

"My highlight of the year 2017-18 is my work with the 50+ Steering group to set up a new activity- 50+ Social Ping.

I worked closely with the 50+ Steering group to respond to the need raised in the local community and ran a successful SocialPing Pilot at Easter. I supported them to secure funds and re-launched it as a weekly activity at Hangleton Community Centre as part of the Older People's Festival in October 2017.



The 50+ Social Ping group on the re-launch day.

The launch went very well with 32 local residents coming to participate, and it continues to thrive with an average of 20 attending each week and new people coming all the time.

The keys to its success: we responded to an identified local need; the dedication and organising skills of a 50+ steering group member and volunteers who I have worked closely with from the start; the professional coaching support from Brighton Table Tennis Club; the setup of the session with a social break and refreshments; the affordable cost of the sessions subsidised by 50+ fundraising; using local networks to promote and engage; and the support of The Hangleton Community Centre.

I continue to work with the 50+ group to ensure its sustainability and ongoing success. Everyone is welcomed to this fun and friendly session, and all leave feeling energised with a smile on their face. Participants all enjoy the challenge and satisfaction of learning new skills every week and seeing how much they improve in a short space of time. Table tennis is a great exercise for older people, combining physical activity with hand-eye coordination and mental stimulation. This, along with the social element, attracts a wide range of people, many with various health conditions who want to get out and be active in a friendly, safe setting. When asked what they enjoy about the sessions, apart from the obvious answer of playing, many cited fun, the social community spirit and learning new skills from the coach.

An offshoot group has now started informally on another day because of all the enthusiasm and rapport developed at SocialPing. This demonstrates how successful this supported group has been, that it has seeded another group of residents to meet and play. It has been lovely to see friendships develop and some group members meet outside the sessions socially and visit the Brighton Table Tennis Club together".

Clare Hopkins

Community Development Worker for Older People

Number of community groups supported throughout the year	22
Number of new community groups supported to start up during the year	6
Number of people managing and attending local community groups	1207
Number of new people recruited to/involved with local community groups during the year	96
Number of people from Black and Minority Ethnic communities supported to be involved in local community groups	206
Number of local BME groups worked with in the community	3
Amount in £'s that funding bids and other activities have brought into the local community	£32,000
Numbers of community/public involved in or attended 'open' community events	1,917
Number of 'open' community events supported	18

The mainstream universal Community Development programme includes specific community of interest strands with Older People, Parent Carers and BME communities.

This work is funded and supported through a variety of sources coming together to increase capacity and create an integrated offer in the community.

The Community Development team works closely with Hakit and the Routes project, feeding in learning need and acting as outreach ensuring the most vulnerable and excluded residents get the benefit of IAG, courses, and the support they need to access them.

Older People's Community Development Work

For more detail of the Older People's work, please see the Older People's Community Development Work annual report:

http://www.hkproject.org.uk/docs/publications/2017_OlderPeoplesCDWorkEndOfYearReport.pdf

Numbers of people managing and attending local older peoples community groups	1,065
Numbers of new people recruited to/involved with groups	43 people new to groups 13 New volunteers recruited
Numbers of older people from BME communities	24
Numbers of older people from LGBT communities	46

Numbers of community groups worked with	27
Numbers of new community groups started or newly worked with	3
Amount of funding successfully received by 50+ community groups where community development worker has supported the bid writing	£24,855.00
Numbers of 50+ Trips	10
Number of attendees on 50+ trips	179
Numbers of older people involved in or attended 'open' community events	413

Youth Work Department

My highlight of the year has been supporting six young women on a young women's residential to Worthing during Summer 2017. Young women identified that 'a different space' to go to would help their mental health and wellbeing as it would provide some time to have fun, try some new foods and explore some issues through the art activities they had chosen. It provided time for the group to get to know each other and youth workers more and explore some difficulties they were experiencing that related to friendships/ home life/ relationships. The group chose to go swimming (an activity they would not normally engage in with young men) and wanted a sleep over style night with movies and snacks. Youth workers noticed how relaxed the young women were away from their normal environment and willing to talk about areas of their life they wanted to make positive changes in. Young women commented on how getting away had helped them:



'It was fun to stay somewhere new' YW 15

'My house is really busy and I have a lot of siblings. It was nice to have some time quiet time away' YW16

'I tried the burger with Halloumi and a spicy relish. I would never have done this without people encouraging me to try something new and I really liked it' YW14

'I liked doing the painting we did as I imagined my future in it and it was good to think about what I want to aim for' YW16

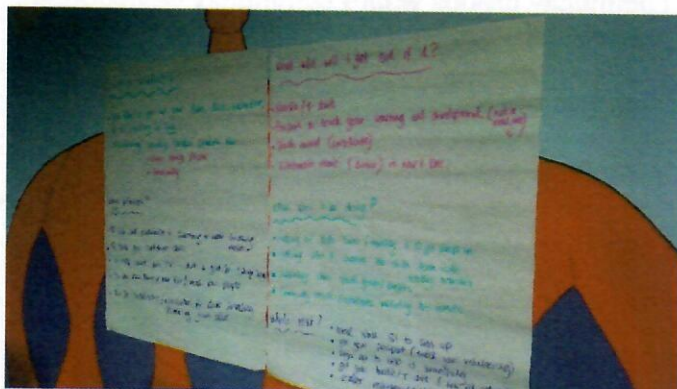
'I slept really well as I was really relaxed' YW15

Michelle Old

Youth Work Co-ordinator

My highlight this year has been the step out project, in particular the launch session. Step Out is a development of our young volunteer programme and we aim to offer young people a range of volunteering opportunities to develop their skills and experience. We also want to develop their friendship networks and connections as the youth team extend their work into the West area. We hope to give these young people confidence in their own abilities, and the self belief to enable them to grow.

The launch session was very exciting, and it was lovely to be able to share the "branding" of the Step Out Project. They were so excited about receiving their Step Out hoodies, when will they have undertaken four volunteering opportunities. There was a real buzz at the session, while young people signed up to forthcoming opportunities and events.



It's been such a privilege to see young people volunteering in their communities, and seeing their confidence, resilience and self esteem grow as they are thanked, praised and complimented on their volunteering and commitment to it.

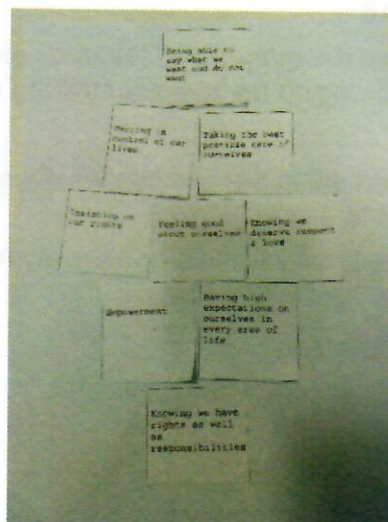
It's been great to see our existing older volunteers support and encourage those that are starting out on their volunteering journey, and it's exciting to have new young people signing up to volunteer. I'm so proud of each and every one of them.

Nina B Bishop
Youth Worker

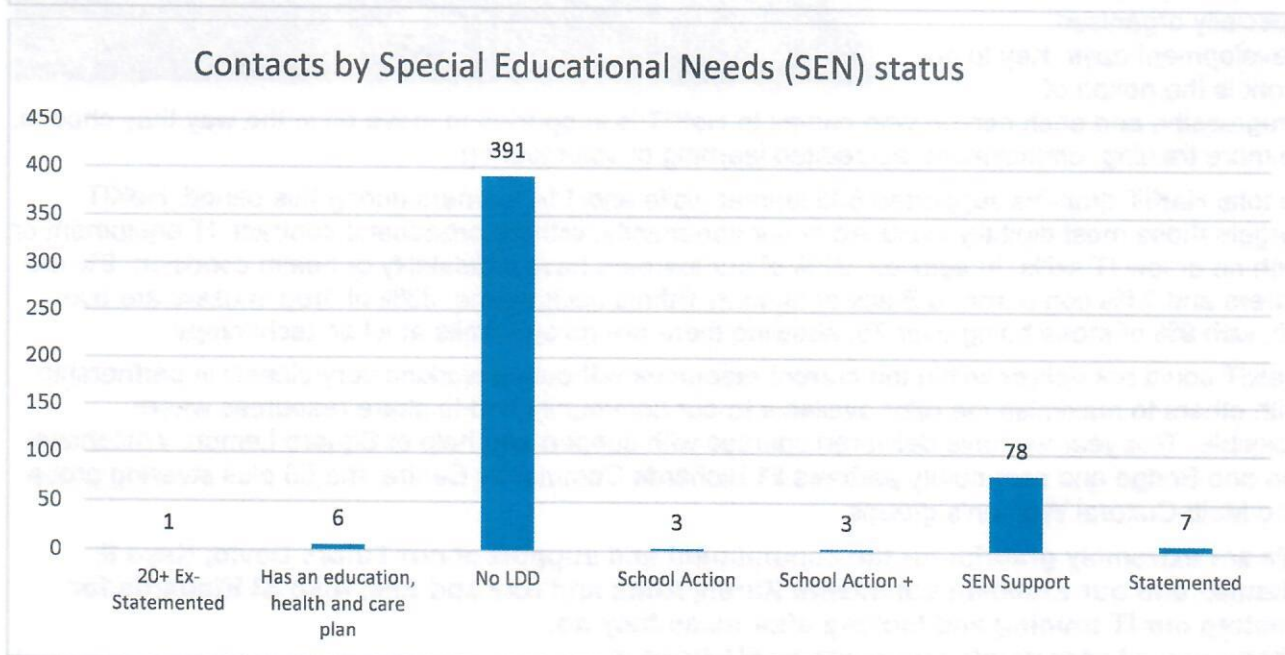
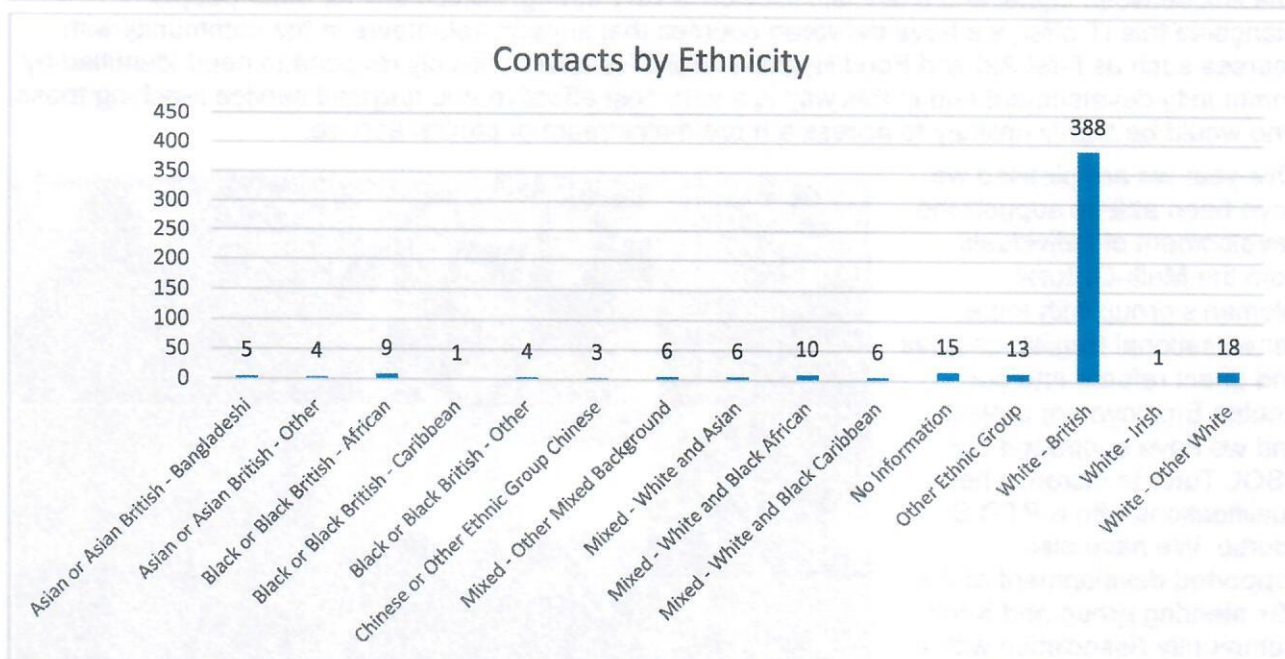
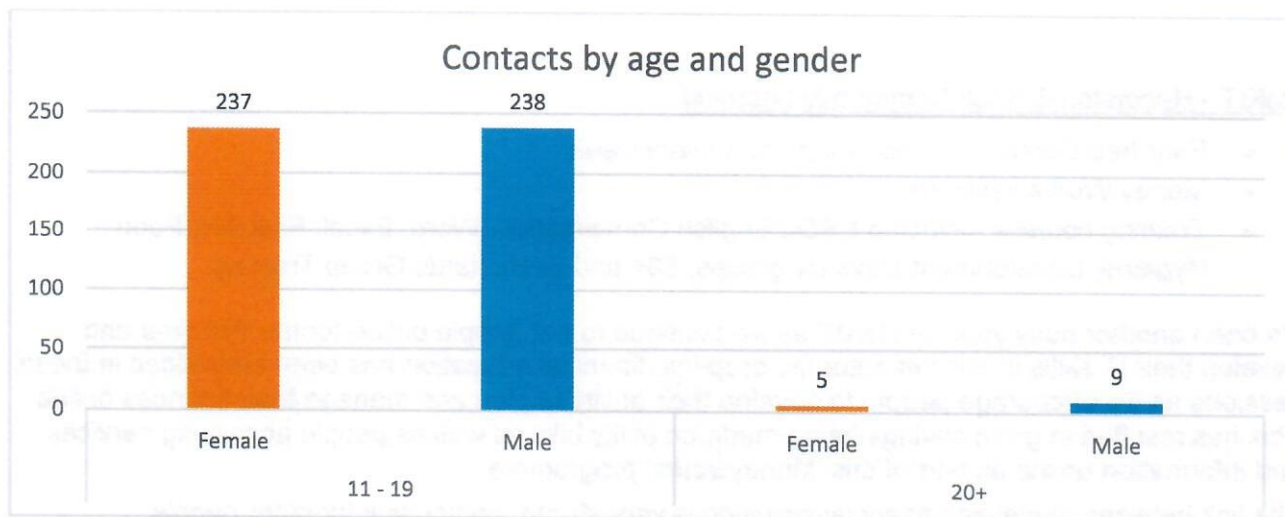


My Highlight of the year is the development of a lunch time creative space for young people in school. I supported a Young Woman in PACA to set up and help run an arts talking group for Young People who find lunch times difficult, either because of bullying or struggling with big crowds in school. As the young person put it "if you don't have anyone to hang out with at lunch it's really scary". Her aims were to create a safe space in school for all ages where they can talk and make friends while doing something art based. The group

has been successful in engaging young people from years 7, 8 and,9 and the older students often support the younger ones. The activities have centred around self esteem, relationships/ friendships and resilience. A supportive network of students has been formed as a result of this group. It's great to be able to support a young person in school who wants to make positive changes in her school that focuses on the well-being of other young people at PACA.



Polly Brooks
Youth Participation Worker



HaKIT - Hangleton & Knoll Community Learning

- Four free Computer Drop-in sessions every week
- Money Works sessions
- Training courses including ESOL English Conversation, Word, Excel; First Aid; Food Hygiene; Development Days for groups; 50+ and St Richards Group Training

It's been another busy year for HaKIT as we continue to get people online for the first time and develop their IT skills in our free tutor led drop-ins, financial education has been embedded in these sessions as we encourage people to develop their ability to plan and manage their finances online. This has resulted in great savings being made on utility bills as well as people accessing services and information online as part of this 'Moneyworks' programme.

The link between digital and financial inclusion is very strong, particularly for older people. Alongside this IT offer, we have delivered courses that support volunteers in the community with courses such as First Aid and Food Hygiene. HaKIT is able to flexibly respond to need identified by community development and in this way is a very cost effective and targeted service reaching those who would be highly unlikely to access a more mainstream or central service.

This year we are pleased we have been able to support the development of individuals from the Multi-Cultural Women's group with more conversational English courses and direct referral into our Routes Employment project and we have supported our ESOL Tutor to increase her qualifications with a PTTLs course. We have also supported development of the 50+ steering group and Knoll Community Association with a specially organised development days. Key to our work is the notion of



progression and each person who comes to HaKIT is supported to move on in the way they choose, to more training, employment, accredited learning or volunteering

In total HaKIT drop-ins supported 635 learner visits and 114 learners during this period. HaKIT targets those most digitally excluded in our community, with no broadband contract, IT equipment or with no or low IT skills. In addition, 37% of our learners have a disability or health condition, 9% are carers and 24% come from a Black or Minority Ethnic background. 33% of drop in users are over 60, with 9% of those being over 75, showing there are no age limits at all on technology.

HaKIT could not deliver within the current resources without us working very closely in partnership with others to maximise the offer available to our community and to share resources where possible. This year we have delivered courses with support and help of Square Lemon, Whitehawk Inn and Bridge and community partners St Richards Community Centre, the 50 plus steering group and Multi-Cultural Women's groups.

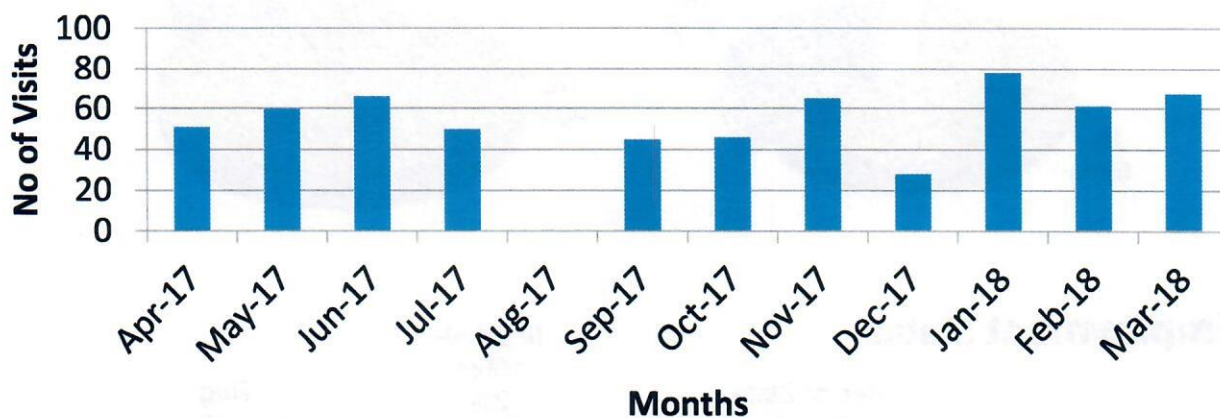
We are extremely grateful for the commitment and support of our Tutors David, Kaye & Mumtaz and our excellent volunteers Karen, Anna and Ray and Elle. Also St Richards for hosting our IT training and looking after us as they do.

Thank you all very much, you make HaKIT happen.

HaKIT Free Computer Drop-in's

114 individual learners over 635 visits

Computer Drop-In Learner Visits

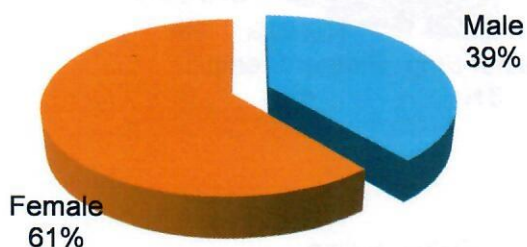


HaKIT Courses

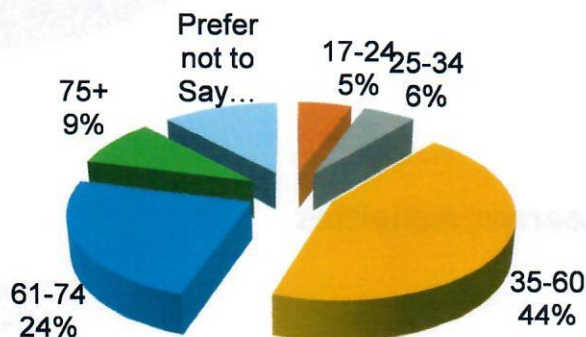
We put on 8 short courses and workshop/taster sessions; 88 learners attended our courses

The following demographics integrate individuals from both courses and computer drop-ins providing an overview of all our learners

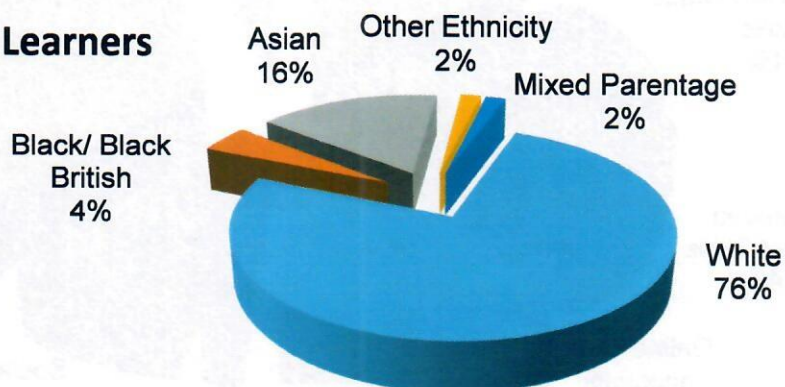
Gender of Learners



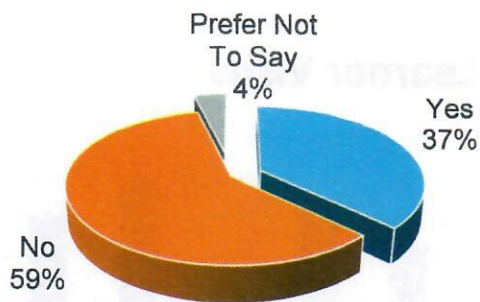
Age of Learners



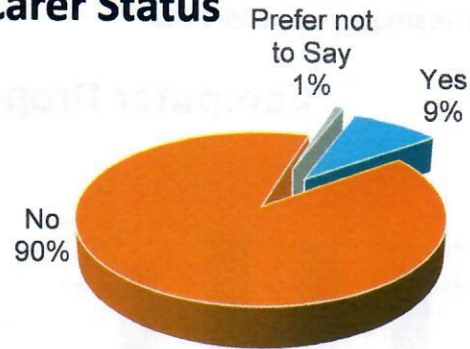
Ethnicity of Learners



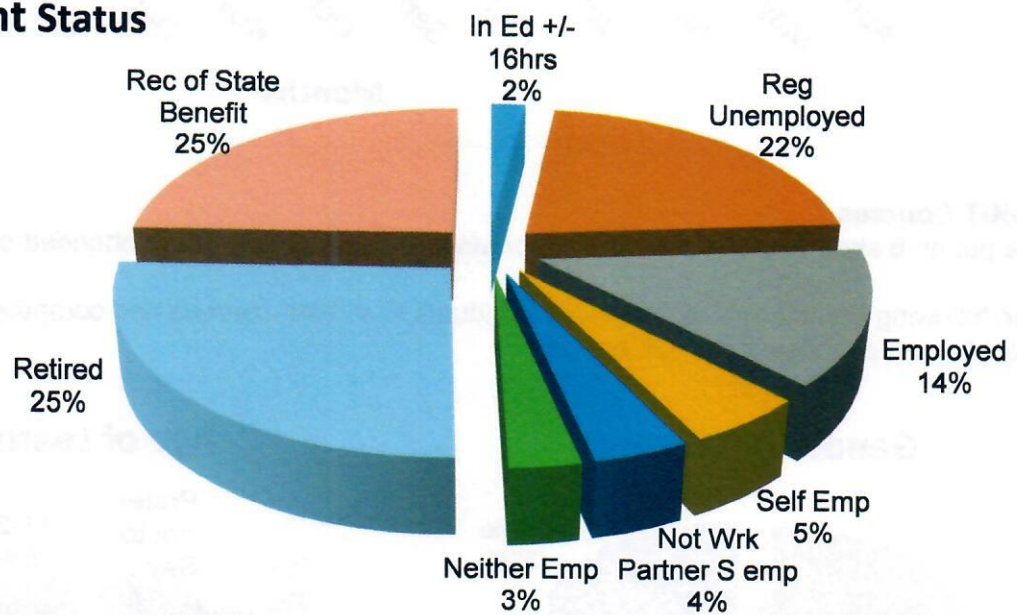
Disability Status



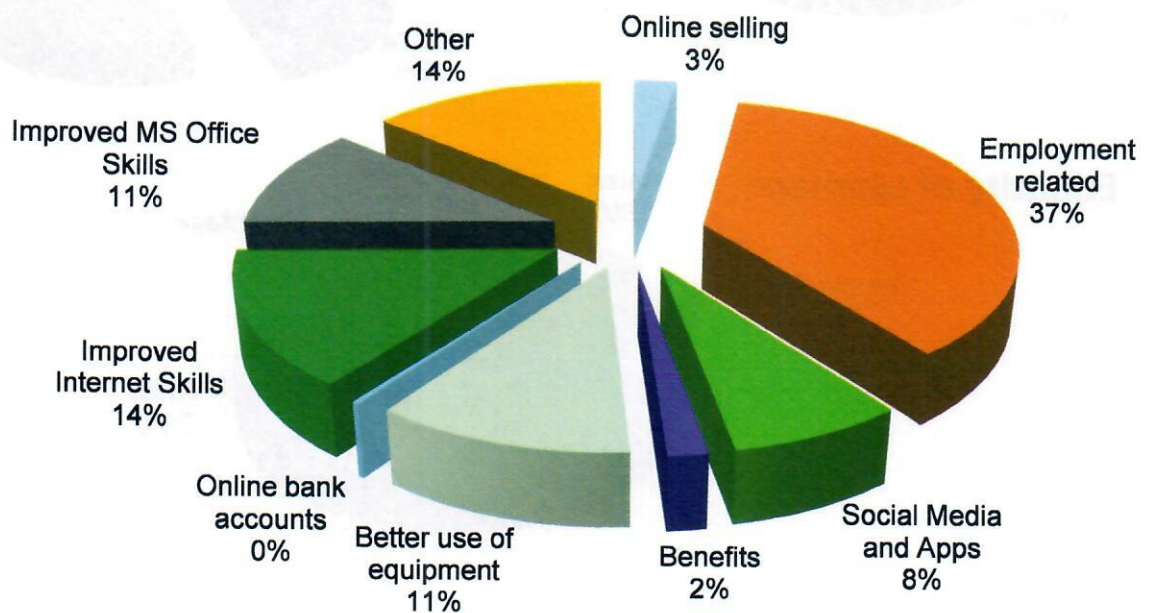
Carer Status



Employment Status



Learner Activities



Routes

This has been a really exciting year for the Routes project. I have been fortunate to work with so many people and be a part of their journey. What has made this project especially unique has been the ability to draw upon a pot of funding specifically available to pay for courses, training, travel and childcare costs. For some this has been literally life changing. Courses over this period have included forklift truck driving, Accountancy courses, First Aid, and Working in Schools. Participants have not only secured volunteer placements, but we have exceeded our Project targets, and have supported individuals into employment as well.

Participant caseload up to March 2018:

Total Number of Participants	43
Number who are unemployed	20
Number who are economically inactive	23
Aged 50+	13
Living with disabilities	18
Black and Minority Ethnic	12
In a single adult household with dependent children	8
Lack basic skills	11
Under the age of 25yrs	7

Results up to March 2018:

Moved into employment	8
Moved into education	6

"I want to thank you for the sheer range and variety of pragmatic creative down to earth assistance you have given to various customers I have seen and know of - it's outstanding" Work Coach, Hove JCP

"Thank you for your lifeline. I am forever grateful" Routes participant

Nicole Monney

Information Advice and Guidance Coordinator

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

There have been no significant factors affecting performance in this period although we were pleased to welcome Bobby Brown, Rachael Sergeant and Lisa Williams as Youth Activity Workers in this period.

5. FINANCIAL REVIEW

Reserves policy

The calculation of the required level of reserves is an integral part of The Hangleton & Knoll Project's planning, budgeting and forecasting cycle. It takes into account the risks associated with each stream of income and expenditure varying from budget; the planned activity level; and our future commitments. The aim of this policy is to ensure a reserves level which will provide a **stable, continuous long term offer** to our communities and enable the retention of experienced long-term staff in a funding context characterised by short term tapering funding.

We recognise that this policy is part policy and part financial review but we have laid our situation out in this way in order to be totally transparent to our funders and community about our financial situation.

Due to local authority funding increasingly changing from grants to procurement and commissioning, it is necessary to keep reserves at a level which provides financial sustainability over commissioned periods of three to six years. Statutory procurement and Pre Qualification questionnaires require us to be financially stable over ever longer funding periods. From 2018/19 CCG/BHCC contracts have become 4 years plus 2 which if we are successful will enable planning for older peoples and psychosocial work in budgets from 19/20.

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.

The Hangleton & Knoll Project is in a strong financial position. We will spend down our retained surpluses over a planned period and we aim to concurrently diversify our income streams to secure our future. At present we are in a process of ongoing review of how we might achieve this.

During 17/18 the Finance Officer attended training and networking with other charities who have been able to use assets as income or invest ethically and without undue risk. What we learned is that options for investment remain very limited and expert advice has been that this is not a good time to enter investments.

During 2017 we also explored with a full business plan the opening of a Charity shop alongside a variety of social enterprise options. What we learned is that social enterprise might self sustain and support our objectives but would not achieve a surplus to pay salaries

2016/17 was a highly significant year for HKP as our full round of three year commissions with statutory services were up for renewal. In the current climate for public services we were warned to expect reductions. 2016/2017 was a holding year where we set budgets which retained our skilled staff team and the ability to meet our contracts and which utilised restricted departmental carry forwards to cover income deficits in youth work and the management team. We had planned a review in Jan 2017 where we should have known the outcome of recommissions, allowing us to draft a 3 year financial plan and appropriate staff structure.

However rapid changes in proposals from statutory partners have meant we have needed to be agile with our budgets. Planned youth recommissioning did not take place as planned in Oct 2016 but was deferred until October 2017 when HKP was successful in achieving 2.5 years funding and an increase of 35k to roll out youthwork across a wider area with funding secured until March 2020.

Planned recommissioning of both Older peoples and Psychosocial health work was also deferred with a confirmed roll over until March 19 for both services. These will both now be recommissioned in Autumn 2018 with new services starting in April and July 2019 respectively. There is a decrease of available funds of 25% in Older peoples work and the budget for Psychosocial has yet to be

confirmed on the CCG side. Each recommission will come out as a totally new specification with all the risks and opportunities that entails

An unexpected and very welcome donation from a private business meant that we finished 16/17 without the deficit that we had envisaged and prepared for. We were also successful in 16/17 in achieving three year Community Development and engagement funding taking us to March 2020. We have allocated reserves over the funded period to mitigate the cuts that were made to these streams. We also attracted new investment to management and administration to help us work more closely with other CVS partners and attract external funding to the City for adult learning reducing planned deficits in management and admin and core investment to support Community Development.

Trustees therefore went into budget setting for 17/18 without the clear picture we had hoped for but with finances looking better than expected. In the light of this they decided to have another holding year with the planned use of restricted departmental carry forwards in youth work as this area remains the most vulnerable and under funded. This deficit did not materialise in 17/18 because the nature of the youth commission changed and more money was available than anticipated to cover the increased ask from commissioners and deliver over a wider area.

In 18/19 we have set a deficit budget, intending to use 26k of reserves to ensure full delivery of our youthwork offer and maintain a stable structure as we finally go into the recommissions of our other key services. We have extended the contract of the BBO worker until year end as part of our plan to continue an education offer in our community and retain this post.

Key risks with the potential to impact reserves have been identified and taken into account when setting the level of reserves that the Trustees feel is prudent.

- The need to cover gaps as funding ends and more is secured to retain longstanding and experienced staff and a continuous offer to our communities
- Our statutory contracts in Youth have increased income but also the area of delivery and increased outputs and outcomes which we need to implement and manage
- Our statutory contracts for older people's services and psychosocial health intervention is recommissioning in Sept 19 with significant reductions in funding
- The desire to have a seamless IAG (Information, Advice and Guidance) services post Building Better Opportunities funding (ends Feb 19) and to further develop our employment/education offer
- The worsening public sector and funding climate with every contract containing break clauses and warnings around annual budget setting
- The need to diversify income and find suitable investment.

In doing this, the following considerations have been taken into account in budget setting for 2018/19:

Restricted Funds (£348,061) come from funders who have requested their funding be ring-fenced for a specific activity. These funds are our departmental carry

forwards to fund future work. In 18/19 we will recommission Psychosocial, older peoples and Neighbourhood Learning work. Funding for our employment project ends in Feb 19.

We have set deficit budgets for 18/19 and we envisage c £26k being used from across restricted reserves during this period.

Designated Funds – The Trustees have designated two Funds.

The Redundancy Fund of £168,504 was created to cover potential costs associated with redundancies amongst our longstanding, highly skilled team.

Updated calculations show that the figure now required to cover sick, maternity and redundancy payments can be reduced to £119,932 and £35,180 for organisational closure meaning in 19/20 we will require £155,112 in this fund.

The Staff Contingency fund stands at £118,440. It is proposed that this fund will be reviewed for investment and financial sustainability when the outcomes of grant and contract negotiations are clearer, at which time we will be able to fully reassess what our overall needs are and whether we have the capacity to invest in income diversification. We have postponed this review until after the current round of recommissioning but it is this sum plus any surplus not required in the redundancy fund which we hope to invest in helping our charitable aims by ensuring our long term financial sustainability.

Unrestricted/General Funds

Currently we have free reserves of £51,617.

The needs of both our current charitable activities and our core costs are currently met entirely by our Restricted Funds, and our Designated Funds have been created to deal with a hypothetical close-down scenario, therefore trustees have agreed this small amount to deal with an unforeseen emergency situation.

Any funds in deficit

There are no funds in deficit.

Principal funding sources, and how expenditure has supported key objectives

The year was funded in large part by Brighton & Hove City Council through Community Works to fund our core community work, and directly to HKP to fund our core youth work and Older People's programme of work. A high percentage of this income covers our staff costs and expenses. Skilled staff are our fundamental resource required to undertake our significant activities and meet our planned objectives and outcomes. They achieve this through regular face to face contact with the many local community groups and residents.

Further detail of our funding sources can be found on pages 13-14 and further details of the activities undertaken by our staff can be found on pages 17-26.

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, Information, Advice and Guidance, community learning and youth work in Hangleton and Knoll within existing partnerships and to develop further initiatives where the need arises and subject to available funding.

Our 5 year business plan was fully refreshed with full consultation from community and all stakeholders in 17/18 and forms the blue print for our development in the forthcoming year highlighting the delivery priorities for each of our Departments.

Key priorities for the period 2018/19 include:

- Champion Youthwork as an evidence and values based approach to transforming young people's lives within economically deprived communities and maximise our resources to deliver against the increasing demand for our service from young people experiencing ever more complexity in their lives.
- Embed the Youth bus as part of our detached and small group delivery
- Continue to develop and refine whole organisations outcome measures
- Embed Information and Advice services (IAG) into the Community Learning offer as the current funded programme draws to an end, exploring partnerships and opportunities to continue this work
- Successfully tender for the continuation for Older Peoples and Psychosocial work working with other local providers to join up our offer and create single points of contact to work with the many back doors that we all operate.
- Further develop our successful partnership with the Trust for Developing Communities and Community Works to engage with Black and Minority Ethnic residents to grow and develop the City's community infrastructure. We will have a specific focus on intersectionality, where people face multiple barriers to getting the services and support they need. In particular, we would like to support development of services for BAME Older People.
- Work to increase both the number of volunteers supporting HKP services and our capacity to support them well. Specifically, to look at opportunities for people as they reach retirement.
- Continue our positive partnerships with the Clinical Commissioning Group and City Council to co-produce solutions to identified community need in order to deliver a flexible, responsive and shared engagement, infrastructure and Community Development vision and grow the influence of patient and community led solutions to health issues via the West Area Health Forum.
- Publish completed Five Year Strategic Plan and Partnership Neighbourhood Plan and achieve Neighbourhood Area status with planning

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 Report of the Trustees 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 those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

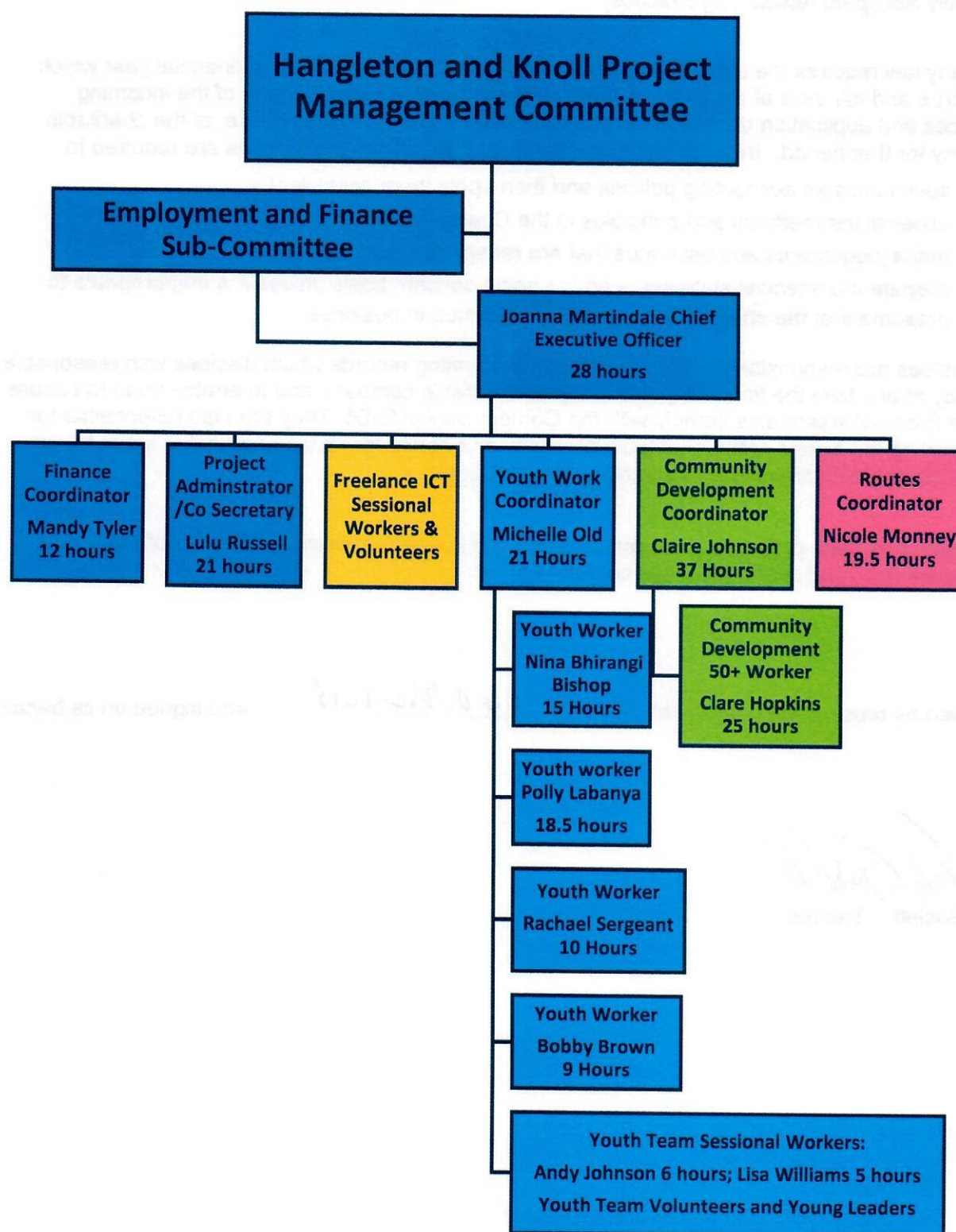
The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding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

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

Approved by order of the board of trustees on 24 October 2018 and signed on its behalf by:


Mr N Goslett - Trustee

9. APPENDIX 1 – MANAGEMENT STRUCTURE DIAGRAM



10. REPORT OF THE INDEPENDENT EXAMINER TO THE MEMBERS OF THE HANGLETON AND KNOLL PROJECT

I report on the accounts for the year ended 31st March 2018 set out on pages 35 TO 49

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of Chartered Accountant.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

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

Independent examiner's statement

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

1. which gives me reasonable cause to believe that, in any material respect, the requirements
 - a. to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
 - b. to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

John Thacker FCA DChA
Chartered Accountant
Chariot House Limited
Chartered Accountants
44 Grand Parade
Brighton
East Sussex
BN2 9QA



Date: 29 April 2018

11. STATEMENT OF FINANCIAL ACTIVITIES **FOR THE YEAR ENDED 31ST MARCH 2018**

		Unrestricted funds	Restricted funds	2018 Total funds	2017 Total funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	372	1,172	1,544	636
Charitable activities	4				
Project income		45,553	280,738	326,291	297,801
Investment income	3	<u>4,815</u>	<u>-</u>	<u>4,815</u>	<u>5,599</u>
Total		50,740	281,910	332,650	304,036
EXPENDITURE ON					
Charitable activities					
Project expenses		<u>24,975</u>	<u>259,067</u>	<u>284,042</u>	<u>280,122</u>
NET INCOME		25,765	22,843	48,608	23,914
RECONCILIATION OF FUNDS					
Total funds brought forward		312,796	325,218	638,014	614,100
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS CARRIED FORWARD		<u>338,561</u>	<u>348,061</u>	<u>686,622</u>	<u>638,014</u>

12. BALANCE SHEET AS AT 31ST MARCH 2018

		Unrestricted funds	Restricted funds	2018 Total funds	2017 Total funds
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	10	2,078	-	2,078	2,598
CURRENT ASSETS					
Stocks	11	746	-	746	746
Debtors	12	7,503	-	7,503	210
Cash at bank and in hand		<u>345,955</u>	<u>348,061</u>	<u>694,016</u>	<u>647,844</u>
		354,204	348,061	702,265	648,800
CREDITORS					
Amounts falling due within one year	13	(17,721)	-	(17,721)	(13,384)
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
NET CURRENT ASSETS		<u>336,483</u>	<u>348,061</u>	<u>684,544</u>	<u>635,416</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>338,561</u>	<u>348,061</u>	<u>686,622</u>	<u>638,014</u>
NET ASSETS		<u><u>338,561</u></u>	<u><u>348,061</u></u>	<u><u>686,622</u></u>	<u><u>638,014</u></u>
FUNDS					
	14				
Unrestricted funds				338,561	312,796
Restricted funds				348,061	325,218
TOTAL FUNDS				686,622	638,014

BALANCE SHEET - CONTINUED
AT 31ST MARCH 2018

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2018 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on
24 October 2018 and were signed on its behalf by:



Mr N Goslett -Trustee

13. NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2018

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary assets in these financial statements are rounded to the nearest £.

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future and on that basis the charity is considered to be a going concern.

Reconciliation with previous generally accepted accounting principles

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

Income

All income is recognised in the Statement of Financial Activities (SOFA) once the charity has legal entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

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.

Income from donations is accounted for as received by the charity. The income from fundraising ventures is shown gross, with the associated costs included in fundraising costs. The value of voluntary work is not included in the financial statements.

Other income, including investment income and fee income, is recorded on an accruals basis.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Tangible fixed assets costing in excess of £1,000 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 basis.

Computers - 20% reducing balance basis.

General Equipment - 20% reducing balance basis.

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

Stocks

Stocks of stationery and postage stamps held at 31 March 2018 and to be used in the following year are valued at cost.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK Corporation Tax purposes. Accordingly the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate. In the year ended 31 March 2018 the employer contribution was 6% of gross salary.

2. DONATIONS AND LEGACIES

	2018	2017
	£	£
Donations	1,544	636

3. INVESTMENT INCOME

	2018	2017
	£	£
Deposit account interest	4,815	5,599

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2018	2017
		£	£
Fee income	Project income	8,001	67,599
Misc income	Project income	4,107	3,000
Grants	Project income	314,183	227,202
		326,291	297,801

4. INCOME FROM CHARITABLE ACTIVITIES - continued

Grants received, included in the above, are as follows:

	2018	2017
	£	£
CCG Health Champions	7,000	14,340
Brighton & Hove City Council	82,087	55,641
Trust for Developing Communities	7,382	-
Grants from Small Trusts	2,830	10,096
Community Works	79,402	35,106
Impact Initiatives	50,543	60,676
The Police and Crime Commissioner	4,760	3,510
European Funding via Brighton & Hove Community Works	32,546	15,737
Brighton and Hove Citizens Advice Bureau	13,813	18,763
Neighbourhood Learning in Deprived Communities	20,000	13,333
AGE UK Dementia Action Alliance	4,590	-
Sussex Community Foundation Social Action	9,230	-
	314,183	227,202

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2018	2017
	£	£
Depreciation - owned assets	520	649

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2018 nor for the year ended 31st March 2017.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2018 nor for the year ended 31st March 2017.

7. STAFF COSTS

Staff costs during the year were as follows:

	2018	2017
	£	£
Salaries	182,400	178,546
Employer's National Insurance	14,122	14,073
Pension Costs	10,709	10,392
Sessional Staff	<u>9,224</u>	<u>8,976</u>
	<u>216,455</u>	<u>211,987</u>

The average monthly number of employees was 12 (2017 12).

No employee earned £60,000 or more (2017 none).

The charity operates a stakeholder pension scheme available to all employees. The employer contribution (available to employees who have completed their trial period) for 2017/18 was 6% of gross salary.

The charity consider its key management personnel comprises the trustees, chief executive and two project managers. Total employment benefits to its key management personnel (including employers national insurance and pension contributions) was £94,584 (2017 : £90,813).

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestrict ed funds	Restrict ed funds	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	-	636	636
Charitable activities			
Project income	9,361	288,440	297,801
Investment income	5,599	-	5,599
Total	14,960	289,076	304,036

EXPENDITURE ON**Charitable activities**

Project expenses	27,684	252,438	280,122
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Total	27,684	252,438	280,122
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NET INCOME	(12,724)	36,638	23,914
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RECONCILIATION OF FUNDS

Total funds brought forward	325,520	288,580	614,100
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TOTAL FUNDS CARRIED FORWARD	312,796	325,218	638,014
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9 INDEPENDENT EXAMINATION

The amount included for the Independent Examiners fee is £2,100 including irrecoverable VAT.

10. TANGIBLE FIXED ASSETS

	General Equipme nt	Furniture & Fittings	Computer equipmen t	Totals
	£	£	£	£
COST				
At 1st April 2017 and 31st March 2018	8,069	3,248	50,387	61,704
DEPRECIATION				
At 1st April 2017	7,991	3,202	47,913	59,106
Charge for year	<u>16</u>	<u>9</u>	<u>495</u>	<u>520</u>
At 31st March 2018	<u>8,007</u>	<u>3,211</u>	<u>48,408</u>	<u>59,626</u>
NET BOOK VALUE				
At 31st March 2018	<u>62</u>	<u>37</u>	<u>1,979</u>	<u>2,078</u>
At 31st March 2017	<u>78</u>	<u>46</u>	<u>2,474</u>	<u>2,598</u>

11. STOCKS

	2018	2017
	£	£
Stocks	<u>746</u>	<u>746</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018	2017
	£	£
Trade debtors	7,294	-
Prepayments	<u>209</u>	<u>210</u>
	<u>7,503</u>	<u>210</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018	2017
	£	£
Trade creditors	6,390	3,350
Social security and other taxes	7,735	4,151
Other creditors	1,076	1,283
Accrued expenses	<u>2,520</u>	<u>4,600</u>
	<u>17,721</u>	<u>13,384</u>

14. MOVEMENT IN FUNDS

	At 1/4/17	Net movement in funds	At 31/3/18
	£	£	£
Unrestricted funds			
General fund	25,852	25,765	51,617
Designated Fund - Redundancy	168,504	-	168,504
Designated Fund - Staff Contingency	<u>118,440</u>	<u>-</u>	<u>118,440</u>
	312,796	25,765	338,561
Restricted funds			
HaKIT	56,628	124	56,752
Infrastructure Support	46,227	-	46,227
Youth Projects	54,934	22,614	77,548
Work with Older People	4,252	(570)	3,682
Building Better Opportunities	3,593	(150)	3,443
Community Development	<u>159,584</u>	<u>825</u>	<u>160,409</u>
	325,218	22,843	348,061
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>638,014</u>	<u>48,608</u>	<u>686,622</u>

14. MOVEMENT IN FUNDS (continued)

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	50,740	(24,975)	25,765
Restricted funds			
HaKIT	33,812	(33,688)	124
Youth Projects	115,244	(92,630)	22,614
Work with Older People	33,767	(34,337)	(570)
Building Better Opportunities	32,546	(32,696)	(150)
Community Development	66,541	(65,716)	825
	281,910	(259,067)	22,843
TOTAL FUNDS	<u>332,650</u>	<u>(284,042)</u>	<u>48,608</u>

14. MOVEMENT IN FUNDS (continued)

Comparatives for movement in funds

	At 1/4/16	Net movement in funds	Transfers between funds	At 31/3/17
	£	£	£	£
Unrestricted Funds				
General fund	32,080	(6,228)	-	25,852
Designated Fund - Redundancy	175,000	(6,496)	-	168,504
Designated Fund - Staff Contingency	118,440	-	-	118,440
	<u>325,520</u>	<u>(12,724)</u>	<u>-</u>	<u>312,796</u>
Restricted Funds				
HaKIT	39,169	(4,180)	21,639	56,628
Infrastructure Support	46,227	-	-	46,227
Youth Projects	41,617	13,190	127	54,934
Health Promotion	1,389	-	(1,389)	-
Youth Participation	1,213	(3,045)	1,832	-
Work with Older People	-	4,252	-	4,252
Amex	6,211	(5,638)	(573)	-
Building Better Opportunities	2,721	872	-	3,593
Warmth for Wellbeing	1,000	(1,700)	700	-
IT Awareness	21,639	-	(21,639)	-
NAP Health Promotion	550	-	(550)	-
Young Mens Work	1,386	-	(1,386)	-
Community Development	125,458	33,137	989	159,584
HNF	-	(250)	250	-
	<u>288,580</u>	<u>36,638</u>	<u>-</u>	<u>325,218</u>
TOTAL FUNDS	<u>614,100</u>	<u>23,914</u>	<u>-</u>	<u>638,014</u>

14. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	14,960	(21,188)	(6,228)
Designated Fund - Redundancy	-	(6,496)	(6,496)
	<u>14,960</u>	<u>(27,684)</u>	<u>(12,724)</u>
Restricted funds			
HaKIT	30,363	(34,543)	(4,180)
Infrastructure Support	14,000	(14,000)	-
Youth Projects	89,491	(76,301)	13,190
Youth Participation	4,599	(7,644)	(3,045)
Work with Older People	32,260	(28,008)	4,252
Amex	-	(5,638)	(5,638)
Building Better Opportunities	15,737	(14,865)	872
Warmth for Wellbeing	8,400	(10,100)	(1,700)
Community Development	89,546	(56,409)	33,137
HNF	4,680	(4,930)	(250)
	<u>289,076</u>	<u>(252,438)</u>	<u>36,638</u>
TOTAL FUNDS	<u>304,036</u>	<u>(280,122)</u>	<u>23,914</u>

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2018.

16. STATUTORY INFORMATION

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 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.

The company's registered number and registered office address can be found in the 'Legal and Administrative Information' section of the accounts.