



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 2019

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Report of the Trustees for the Year to 31st March 2019

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) Mr Nicholas Stephen Goslett (Treasurer) Mr Keith Mason Mr Timothy Read resigned 7.11.18 Mr Jack Stanford Miss Nichola Jane Quinn Mrs Anna Muten Mrs Joyce Gould (Co-opted 13.12.18)
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 2019:**

**Management & Administration:
Joanna Martindale – Chief Executive Officer
Mandy Tyler- Finance Coordinator
Lulu Russell - Project Administrator**

Community Development:

**Claire Johnson – Community Development Coordinator
Clare Hopkins - Community Development Worker**

Youth Work:

**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
Robert Brown - Youth worker
Jenny Moore – Youth Manager –six months**

Community Learning:

**David Purkiss – Freelance Trainer
Mumtaz Ahmed - Freelance Trainer
Helen Charles – Freelance Trainer
Fiona McCall – Volunteer Tutor**

Routes:

Nicole Monney – Information Advice & Guidance Coordinator

Volunteers:

**Aaron Checksfield- Youth Work- Young Leader
Alan Issler – Community Development
Alexander Monney – HaKIT & website
Anna Muten – Community Learning
Arwen Shears- Youth Work-Young Leader
Carmel O'Dell – Community Development
Chloe Hollingsworth- Youth Work-Young Leader
Elle Hartle - Community Learning
Hannah Checksfield Youth Work-Young Leader
Jack Stanford – Youth Manifesto/ Youth Trustee
Jade During Youth Work-Young Leader
Jaimie O Sullivan Youth Work-Young Leader
Karen Bridger – Community Learning Lead Volunteer
Lucinda Brake Youth Work-Young Leader
Lucy Hoadley Youth Work-Young Leader
Megan Baker – Youth Work – Young Leader
Nick Goslett – Community Development 50+
Rylieigh Grimshaw Youth Work-Young Leader
Ray Welch - Community Learning
Robbie Clayton- Youth Work-Young Leader
Sophie Murphy – Youth Trustee
Shannon Smith Youth Work-Young Leader
Steph Slark Youth Work-Young Leader**

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 2019.

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

- i. The general financial health of the Project
- ii. Financial planning and annual budgeting
- iii. Income & expenditure accounts
- iv. Cash flow analysis
- v. Annual accounts and audits
- vi. Fundraising and income generation
- vii. Payroll and staff salaries
- viii. All other matters of a financial nature

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

Related Parties

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

- Active for Life
- Age UK
- Ageing Well Partnership
- Allsorts
- Alzheimer's Society
- Amaze
- Audioactive
- Benfield Valley Health Care Hub
- Brighton and Hove Black History
- 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 Participation Team
- Brighton People's Theatre
- Brighton Dome & Festival
- Brighton Boxing Club
- Brighton Table Tennis Club
- CAMHS
- Citizens Advice Bureau and Moneyworks
- Community Transport
- Compass Travel
- Community Works
- Community Safety Forum
- Community Land Trust
- Chomp
- Dignity
- Extra Time
- Friends Centre
- Front Door for families
- FFT – Friends and Family of Travellers
- Goldstone Primary School
- Healthwatch
- Hangleton Children's Centre
- Hangleton Community Centre
- Hove Park School
- Hove Job Centre
- Hove Medical Centre
- Impact Initiatives
- Impetus Initiatives
- Integrated Team for Families
- Job Centre Plus
- Local elected members: Cllr Nick Lewry, Cllr Dawn Barnett & Cllr Tony Janio
- LGBT Switchboard
- Links Road Surgery
- Mind
- Mind Out
- New Writing South
- Our Future City

- Portslade Academy (PACA)
- Portslade Health Centre
- Public Health Team
- Right Here Project
- RISE
- Rethink
- Resource Centre
- Safehaven Sussex
- Serendipity (SES)
- Sing for Better Health
- Sound City
- St Helens Parish team
- St Richards Church and Community Centre
- Sussex Community Foundation
- Sussex Police
- Sussex Interpreting Services (SIS)
- Sussex Prisoner Families
- Possability People
- Tarnerland Youth Project
- The WISE project
- Trust for Developing Communities
- West Area Housing Team
- Wish Road Surgery
- Whitehawk Inn
- Women's Centre
- 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. We are part of the Sector Support Network which brings together local grant makers with infrastructure bodies for the benefit of small groups in the City

The CEO attends the Community Works Representatives Council and Council Neighbourhood Inclusion Community and Equality Committee meetings as the locally elected CVS Communities Representative. We lead Youth work in the West of the City taking in a wider geographical area than the Hangleton and Knoll ward and expanding the reach of our detached work, organising regular practitioner meetings to liaise and share resources with other local youth providers. We meet regularly with other youth area and community of interest leads to organise strategically. 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. Last updated January 2019

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 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 to collectively improve their community's resources.

In practical terms, the Community Development Team:

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

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

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

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

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

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

- the development of meetings where residents can request information, make suggestions and challenge agencies;

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

Youth Work

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

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

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

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

Community Based Learning

HKP has developed a 'UK Online' IT training suite in St. Richard's community centre. We provide 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 former learners. Learning is provided free or at very low cost.

Community Learning activities typically include:

- Training for Community Groups eg committee skills, development days
- Taster sessions
- Free weekly computer and Internet access drop-ins - both day and evening sessions
- 1:1 training with local residents
- Supporting communications eg social media training, how to design a leaflet
- Helping groups use Funder Finder
- ESOL (English as a second language) courses
- Basic IT courses
- Accredited courses eg First Aid, Food Hygiene
- Help with C.V.'s

- Job applications and job search
- On-line courses
- Information and advice about other courses, training, volunteering 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 additional 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 2018-19

- 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 CommunityWorks 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

The Charity has a finalised five year Strategic Business Plan which was adopted in July 2018. This is reviewed annually as part of the PQASSO and Matrix processes by the Board and is designed to be an iterative document integrating future needs analysis and evaluation data as part of our ongoing planning cycle. It is linked and delivers on the agreed Neighbourhood Action Plan which is a shared document between Community and City Council.

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.

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 6 local surgeries, to look at community solutions to Health and Wellbeing issues, alongside feeding in and back, to improve local health services.

We received BHCC funding to deliver local networking sessions (coffee and croissant) for professionals in partnership w TDC

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 lead youth provider in the West Area 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 current tranche of funding will continue til October 2020

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; **The Police fund** enables us to work with young people to reduce incidences of anti-social behaviour; and **The Cooperative and the Rotary** to support work with vulnerable young women.

Community Learning

The Charity received **Neighbourhood Learning in Deprived Communities** funding to support 3 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. We also piloted a community based IAG offer during this period with a small pot of additional funding from NLDC 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 let 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 October 2022.

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 I would like to say thank you to the many people who have supported the Project. Brighton and Hove City Council whose officers worked with us in all we do and make us feel we are together working for the good of the community The Clinical Commissioning Group and all of our local GP's practices that attend and support the work of the West Area Health Forum. All the small trusts that support us particularly Sussex Community Foundation and Rotary who support all of the areas of our work.

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 3 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 2018-19

Management and Administration

2018/19 was a very successful year for HKP at many levels and I am so proud of how we continue to deliver above and beyond with and for our community, punching well above our weight in terms of influence in the

City, spreading the message and sharing our good practice about community controlled, asset based, sustainable development, throughout all we do.

On the strategic front we published our five year plan, in July 18, based on resident priorities as evidenced in the Neighbourhood Action Plan and feedback from communities, staff, trustees and volunteers in a forward thinking but extremely reflective process. This document will guide us as we move through the next period of development and support us to seek the right opportunities to deliver our long term sustainable offer.

We achieved Neighbourhood Forum status for our resident led Community Forum putting us literally on the map with planning officers, supporting a long term view of residents needs in terms of spaces and community infrastructure, along with influence over Community Infrastructure levy monies, as key sites get developed in the West of the City. As part of better coordinating activity, we started work to deliver a networking programme 'coffee and croissant' for professionals hoping to serve our area better. This has resulted in better communications and led to an increase in collaborations that benefit local plans.

We were awarded an extension of our IAG funding from the EU, matched by the Lottery based on our partnership's exceptional employment outcomes and this allowed us to restructure our staff team in Feb 19 to create a new Coordinator post, responsible for this learning work but also with a cross cutting remit around developing our Arts and creative offer. This work building on 3 years of successful partnership with Brighton Festival and local Arts organisation Brighton Peoples Theatre. We have learned that for many people in our community, who do not access the traditional arts offer, locally based arts opportunities can be transformative, building confidence to gain skills and encouraging deeper participation in community life. This impact has been evident in our Youth Music partnership with Audioactive, in new programmes of trips to the Theatre for older people as well as in our work encouraging local talent and attracting in high quality art from the City centre.

In this period, we also successfully retendered our older peoples work as part of the City Ageing Well Partnership, led by Impact, growing this work to encompass older BAME work for which we had identified a growing need. Part of this work will also develop the successful pilot from this year for people coming into retirement. This supported a group of older people into community volunteering and positive activities at a critical stage of their lives. We also successfully tendered as part of Southdown partnership to deliver psychosocial interventions to our BAME communities in the West of the City in partnership with City Community Development organisation TDC.

It feels great to report that despite the challenging and increasingly competitive funding climate we are thriving and still able to develop strands of new work and innovation where we have the evidence of need and necessary relationships. I believe our success is because we clearly understand what we do and continue to do it exceptionally well. We reflect, we plan and together we make it happen, that is the magic of HKP!

None of this would happen without our uniquely qualified, experienced staff team, when good people come to HKP they stay and ultimately our success is down to them, their dedication, trusted relationships and willingness to always go the extra mile.

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 over the year, we 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. We are also developing our Social Media, making more use of Face Book and Twitter to advertise events and activities in Hangleton and Knoll

PQASSO: As part of our Practical Quality Assurance System for Small Organisations, we finished our work on data auditing and updated all our forms and privacy notices ready for the General Data Protection Regulations or GDPR at 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. As work on Data Protection finished we turned once again to our other systems and procedures reviewing and updating policies, introducing new policies where needed in our ongoing commitment to quality assurance

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, low cost exercise classes, Holistic Wellbeing groups and groups run by older young people to support 12+, not forgetting the amazing range of older people groups and everything in between, Hangleton and Knoll community is rich in its diversity.

Community Learning

This year I helped organise and support 10 short courses including IT; Food Safety; First Aid; Volunteer Development Days and more.

Volunteers: I currently support four volunteers at HKP (HaKIT) Computer drop-ins, 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.

I have now been at HKP for 12 years and as ever 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 is working with the Community Action Group addressing local priorities identified in our neighbourhood action plan. Community Action is the local action team for our area and brings together service providers, local councillors, residents and community groups to address issues and find solutions by working collaboratively. During the last year, with the committee I've supported the planning of four public meetings themed on topics identified by local residents, these included addressing issues around anti-social behaviour, fly tipping, refuse and recycling and local bus services. We've also supported the process of Community Action becoming a designated neighbourhood area and forum which will enable the community to have more influence over local developments and the money they bring into the community.

Running alongside these meetings and in partnership with Brighton and Hove City Council and the Trust for Developing Communities I've facilitated monthly hub networking sessions, bringing together community groups and service providers to explore working more collaboratively to meet the needs of our community as identified in the neighbourhood action plan, this has resulted in a work plan for the area and has increased service provider involvement at community action meetings.

It's been an exciting year and I've really enjoyed bringing services and residents together to meet the needs of our community.



Hangleton & Knoll Community Action Group

Claire Johnson
Community Development Co-ordinator

I worked closely with the 50+ steering group to co-produce a special 10-year anniversary event celebrating all their achievements over the last ten years. We had three primary aims for this event: Firstly, we wanted to meet the needs of the more elderly residents in the community by providing social seated space, a Tombola and seated entertainment. Secondly, we hoped to attract new people by involving more local 50+ activity groups to provide hands on activities and demonstrations where they could try new things and so appeal to a wider audience. Thirdly, we wanted to bring everybody together for a lovely, fun, social afternoon and to feel a part of the community, and so tackling social isolation and loneliness.



The Mayor Dee Simson and Peter Kyle MP attended, danced, played table tennis and cut the 50+ Birthday cake. The Argus Appeal joined us and presented a cheque to the 50+ Group to go towards 50+ activities. There were over two hundred attendees this year with at least one hundred who had not attended a 50+ event previously. The feedback we received was very positive from all involved. I consider this event to be a great success as we have evolved it to be more inclusive, meet the needs of a wider range of people and to broaden our reach out into the community.

‘I really enjoyed playing the table tennis and meeting new people.’

‘I tried line dancing for the first time and really enjoyed it.’

‘When we were all singing it felt wonderful- as the whole hall joined in. It felt good.’

‘The whole event felt so friendly and alive. I am so glad I came along and will come again.’



Clare Hopkins

Community Development Worker for Older People

Number of community groups supported throughout the year	26
Number of new community groups supported to start up during the year	6
Number of people managing and attending local community groups	1058
Number of new people recruited to/involved with local community groups during the year	65
Number of people from Black and Minority Ethnic communities supported to be involved in local community groups	238
Number of local BME groups worked with in the community	5
Amount in £'s that funding bids and other activities have brought into the local community	£21,000
Numbers of community/public involved in or attended 'open' community events	2,153
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

Numbers of people managing and attending local older peoples community groups	1,773
Numbers of new people recruited to/involved with groups	298 people new to groups 13 New volunteers recruited
Numbers of older people from BME communities	42

Numbers of older people from LGBT communities	93
Numbers of community groups worked with	25
Numbers of new community groups started or newly worked with	4
Amount of funding successfully received by 50+ community groups where community development worker has supported the bid writing	£18,413
Numbers of 50+ Trips	12
Number of attendees on 50+ trips	196
Numbers of older people involved in or attended 'open' community events	652

Youth Work Department



Photo montage of table tennis, Ustudios 2 music, gardening and cookery projects

Participation is key to **all** of HKP Youth work delivery. During 2018-2019 **ALL** Young People we have worked with have been involved at various levels to have a voice and influence over, what is, their youth programme. For example, during 2018 HKP acquired the BHCC Youth Bus. Young people were central in setting up a group agreement and designing projects that could be delivered from the bus. These include arts activities, sexual health promotion and basic cooking.

HKP has worked with 35 individual Young women this year through the Young Women's Project. This group identified that they would like to plan and run their own female music gig. This involved singing tuition, design and a performance with over 40 residents attending. These young women, all of whom are referrals from Social Care/ Camhs/ Social Prescribing/Schools teams commented on how this project had 'given them something positive to

focus on' YW14yrs, 'make them feel good about themselves' YW16 and 'singing has really helped me manage my stress and express some difficult stuff' YW15yrs.

A significant piece of work has been the development of our Youth Volunteering Step Out Project. It has supported 21 Young People to plan and run their own community events and co deliver monthly Kidz Crew session for local 8-12yrs olds with youth workers.

We have supported 6 Health Champions to design a health questionnaire in partnership with Right Here and 3 local surgeries. This has been sent out to over 600 YP to help surgeries develop their provision with and for local young people.

We have recruited 1 new Youth Trustee during 2018, who undertook digital apprenticeship placement with HKP and wants to remain involved. There are now 3 Youth Trustees on our Board of 10.

We have supported 1 young person, with complex MH needs, to present at the Children and Young People’s Committee and the City-Wide Community Building Network Meeting. This YP states that ‘A year ago I would have not been able to talk out loud in front of people. But going to the Hangleton and Knoll Project and doing volunteering with them has increased my confidence and helped me start to have faith in myself’ YP15yrs.

HKP have supported 3 young people to take part in the Youth Grants Adur Away Day and 3 to participate in the X Party Youth Working Group. These YP simply would not attend or have a voice without Youth Work Support and this work has enabled a growth of confidence and control.

Unique Contacts	Number of Visits	Average visit per contact	Visits by council tenants	%visits by council tenants
249	2,935	12	1,485	51%



My highlight this year is a very recent one, but it was a gold nugget of a youth work day, so it’s become my highlight. I recently supported some of our Step Out volunteers to attend the housing committee, council meeting. The young people spoke up at the meeting about the impact of youth work on them, and shared why they attend projects, how they get involved in decision-making, and how youth work has benefited them. I worked with the group prior to the meeting, to help them explore what they wanted to say, but the young people’s commitment and confidence on the day was an inspiration. It was so important for our young people to be represented in this way, and have their voices heard. For some of them, standing up and speaking in this unfamiliar, formal setting, could have been a scary thing, but they rose to the challenge in every way, and I am so super proud of them!

Nina B Bishop
Youth Worker

I would have to say my highlight of the last year was the young women’s residential trip where we took 8 young women on a weekend trip to Hastings. We hired a huge air bnb, strolled along the beach, went to a skate park and ate meals together. The group said it was a good chance to bond and get some space away from life’s stress. One of the funniest moments was two of the young women dressing up as a Christmas tree...very seasonal NOT!

Rachael Sergeant
Youth Worker

I'd say the highlight of my last year has been working 1-2-1 with a particular young person. They've experienced a lot of trouble at school, outside of school and at home, all while trying to cope with difficult changes & transitions of their own.

I feel our relationship has built up over the recent months/year and we're now comfortable chatting about pretty much anything, from the smallest issues to the biggest. It's been great being able to have the regular contact that the drop in sessions allow so we can always catch up on what's been happening and how they're feeling.

Andy Johnson
Youth Worker

'My highlight of the year was the Young Woman's Fundraiser Show. The young group had a professional singing teacher with them for six weeks to practice their performance. They designed the flyer and themselves and baked treats to sell on The group worked really hard rehearsing It was an amazing night , they sang as a and also did individual performances. them had never sang in front of an audience before, It took real courage an them to have pulled off such an amazing Great feedback from parents, carers and community at St Richards centre. Well all those involved in making the night a success.'



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Polly Brooks
Youth Participation Worker

'The way UStudios2 has really matured is positive and were starting to see real development in the musical output and consistent weekly engagement. Confidence has grown and the young people are becoming really supportive of each other.

The boxing programme has only just launched but is one of our best attended sessions and has a lot of room for growth and development. Lead by one of our young men in partnership with the World Boxing Council's charity 'WBC Cares' and Brighton & Hove Boxing club. It is a great environment with high energy, fitness, discipline and positive role models.'

Bobby Brown
Youth Worker

	Unique Contacts	Number of Visits	Average Visits per Contact	Visits by Council Tenants	% Visits by Council Tenants
Community events	74	113	2	39	35%
Detached 2015-2020	99	430	4	186	43%
Education Training and Employment	24	33	1	12	36%
Health and Well-being Project 2017-2020	31	225	7	136	60%
HKP Arts Work	10	57	6	47	82%
Hove Park Health Drop-ins	11	12	1	3	25%
KidzKrew	39	148	4	102	69%
Knoll Drop-in 2014-2020	40	63	2	28	44%
Office Drop-in	60	222	4	106	48%
PACA Health Drop-in	5	5	1	3	60%
Participation Work 2014-2020	35	201	6	129	64%
Positive Activities 2014-2020	64	341	5	162	48%
Social Media Interventions	15	30	2	10	33%
Step Out 2018-2019	21	138	7	97	70%
Table Tennis Hangleton Community Centre	32	115	4	61	53%
Ustudio's Music Project	48	253	5	110	43%
Young Mens work 2018 onwards	27	306	11	95	31%
Young Womens Group 2014-2020	35	243	7	159	65%

Hangleton & Knoll Community Learning

It's been a successful year for HKP Adult Education, in the Computer Drop-ins 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, Food Safety, Volunteer Development Days and Committee skills. This year we have introduced new courses 'Your Life, Your Retirement' and a Family History Course along with our short IT courses. Once again, we are pleased we have been able to support the development of individuals from the Multi-Cultural Women's group committee with this course and direct referral into our Routes Employment project. **In the period April 2018 to March 2019 we have completed 10 short courses with 87 people attending**

HKP Adult Community Learning is able to flexibly respond to need identified by community development and in our Computer Drop-ins 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. Key to our work is the notion of progression and each person who comes to us is supported to move on in the way they choose, to more training, employment, accredited learning or volunteering

In total HaKIT drop-ins supported 566 learner visits and 86 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, 51% of our learners have a disability or health condition, 8% are carers and 16% come from a Black or Minority Ethnic background. 36% of drop in users are over 60, with 9% of those being over 75, showing there are no age limits at all on technology.

HKP 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 and The Trust for Developing Communities 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 support of our Tutors David, Kaye, Mumtaz, support cover Helen and Ruth, and our new volunteer Tutor on the Family History Course Along with our excellent volunteers Karen, and Ray and Elle. Also St Richards for hosting training and looking after us as they do.

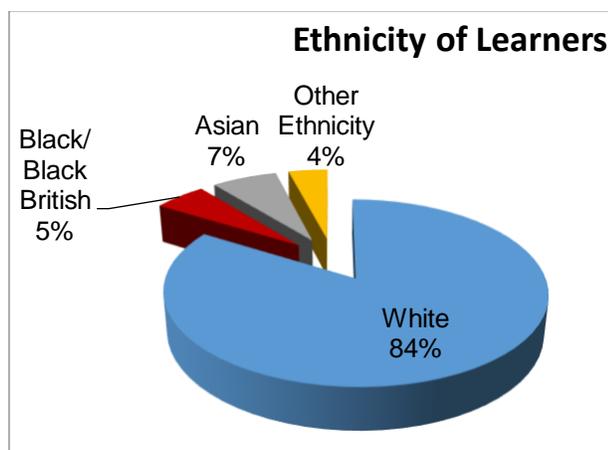
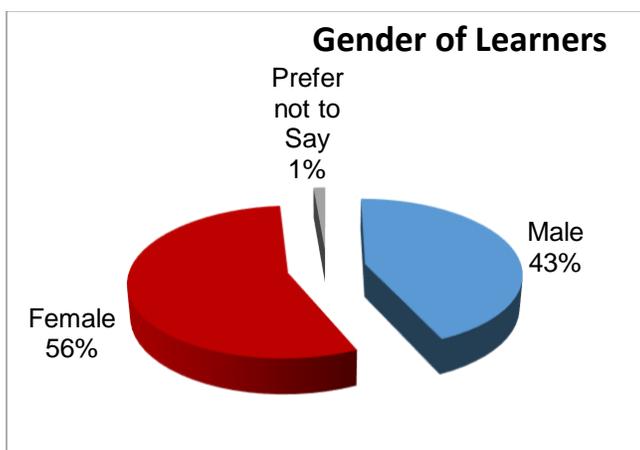
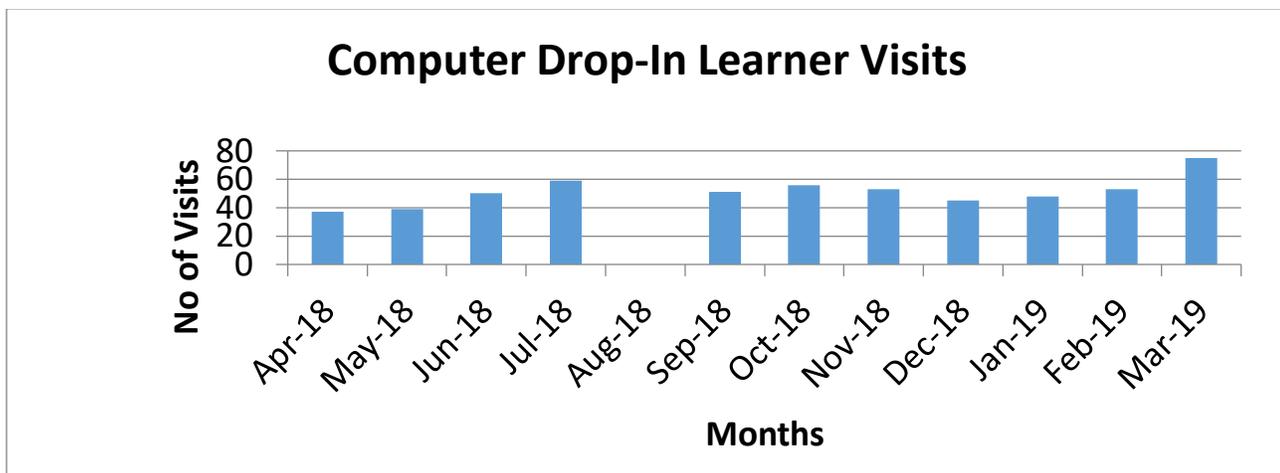


and drop-in
Fiona.
Anna
our IT

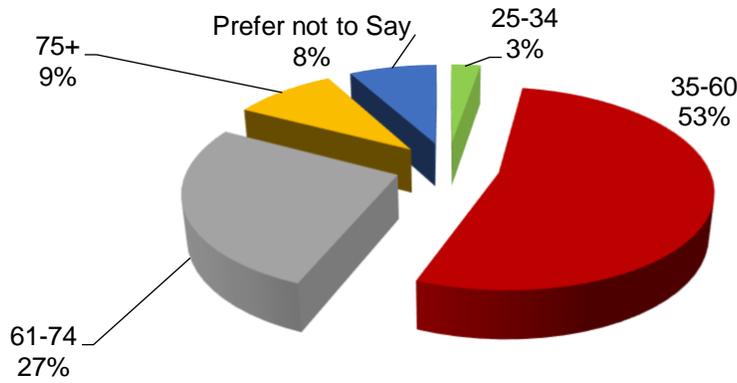
No of drop-in learners: 86

No of visits: 566

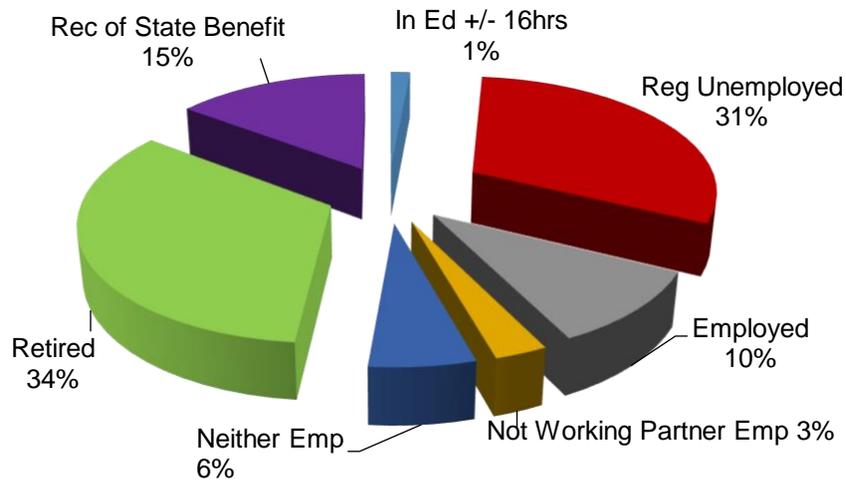
Computer drop-in visits



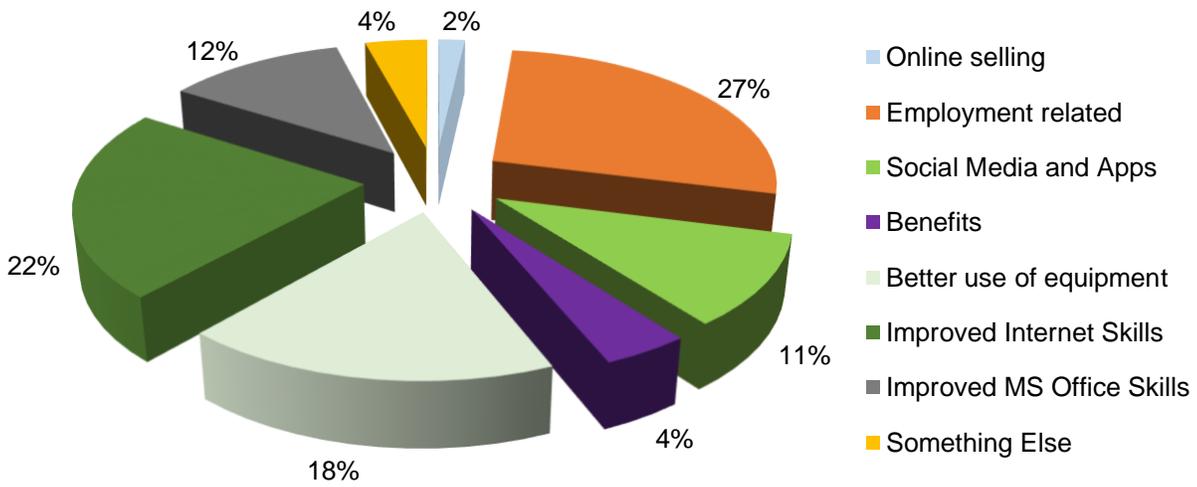
Age of Learners



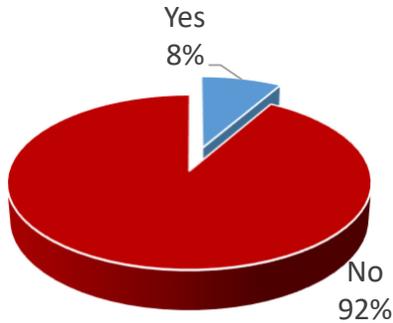
Employment Status



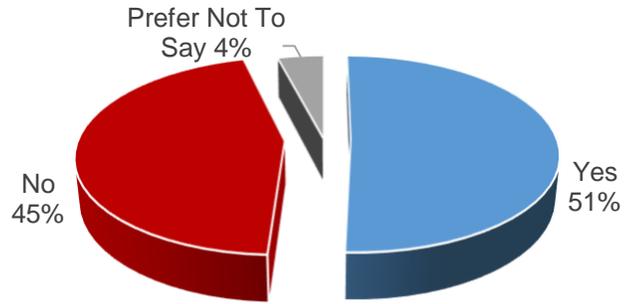
Learner Activities



Carer Status



Disability Status



Routes

This year saw the successful ending of our Routes Building Better Opportunities (BBO) project, and despite having no job outcomes, we were able to support 11 people into work, and a further 45 people moved closer to employment. And of these participants, 100% were supported to access learning, training or work placement opportunities. Courses accessed were varied and wide ranging, from dog behaviour training, accountancy, baking, IT, wellbeing and forklift truck driver training. Many of those referred to Routes came via the local Job Centre Coach who saw our project as a service for *“those with complex needs who need personal support to get job ready. It is person centred support that is distinctive about Routes and makes it stand out from just a two-week course.”* Hove Job Centre Work Coach. Our project, in partnership with CommunityWorks, the WEA and BHT, was viewed as such a success, that we have been given a further extension to the work as part of BBO2.

Routes Project Results

Routes Project Outputs				
	Targets	Actual	Variance	Actual %
Total number of participants	56	56	100%	100%
Number of men	28	19	68%	34%
Number of women	28	37	132%	66%
Number who are unemployed, including long-term unemployed	37	28	76%	50%
Number who are economically inactive, including not in education or training	19	28	147%	50%
Number who are aged 50 or over	6	20	333%	36%
Number with disabilities	6	27	450%	48%
Number from ethnic minorities	10	12	120%	21%

DESTINATION OUTPUTS		
Stream	Targets	Actual
Number who move into education or training on leaving	7	9
Number who move into employment, including self-employment, on leaving	0	11
Of these, the number who were unemployed when joining the project	0	5
Of these, the number who were economically inactive when joining the project	0	6
Number that were economically inactive move into job-searching on leaving	9	3

A case Study

Paul

Paul was born in London and came to Brighton 8 years ago to be closer to his mother. He left school at 16 having completed his GCSEs. Many of the jobs he's done since the age of 19 have involved driving and about a year ago he renewed his Driver Certificate of Professional Competence (Driver CPC) a qualification for professional bus, coach and lorry drivers.

But Paul's life has been far from easy. Over the past 20 years he has suffered from spells of depression that have on occasion led to him being hospitalised. Despite having a range of jobs in Brighton he found himself homeless and in need of temporary accommodation to get him off the streets. Currently he is a resident at Safehaven, a project that offers temporary accommodation and support to vulnerable people. It was they who suggested he contact Nicole, the Routes Coordinator at the Hangleton and Knoll project and it was here that Paul first talked about his ambition to work with dogs as a trainer and psychologist. He has always loved dogs and has been a volunteer dog walker for the local RSPCA for seven years.

In a short space of time he was signed up to do a two-day course recognised by the Institute of Modern Dog Trainers (IDMT) at Brinsbury College in West Sussex. This is being funded by the Routes project and, if it proves successful, could lead to further training for Paul. He's done his research and is convinced that all will be fine, although he hopes staff on the course will still be in a position to advise him further. He has even begun to think about how he might need a website to promote his business.



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.

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 years and more. 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 3 years plus 2 which if we are successful will enable planning for older peoples and psychosocial work in budgets from 19/20 but requires evidence of 5 years stability.

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.

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 our 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 deferred with a confirmed roll over until March 20 for both services. These were both recommissioned in Autumn 2018 with new services starting in April and October 2019 respectively. There was a decrease of available funds of 25% in both commissions. We were fortunate to negotiate a standstill budget for the main older peoples offer and attracted 10k additional funding to meet the needs of older BAME people. Concerning psychosocial health work, although we know we were in the winning bid, at time of writing (July 19) we have not been told of our allocation. We know this will be reduced but have set budgets to maintain this serve at current levels until the year end (Mar 20) at least.

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 3 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 to attract external

funding to the City for adult learning reducing planned deficits in management and admin and core investment to support Community development. Community Development will recommission in Sept 19 for a 3 to 4 year period with a currently proposed 5% reduction and with the CCG pulling 100% of its funds for Community engagement work. All agreed contracts will be subject to annual BHCC budget setting with reductions possible.

In June 19 it was decided that the Youth recommission be deferred for 6 months until April 2020 giving us an unexpected 6 month rollover whilst services are re reviewed.

We have decided that a Charity Shop will not help us achieve our aims and continue to look at other options for investment. 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 advice has been that this is not a good time to enter investments. We have reviewed this advice in 18/19 and due to ongoing political uncertainty and the current markets being high and volatile the advice for charities remains the same. Do not invest.

Trustees therefore went into budget setting for 19/20 still without the clear picture we had hoped for but with finances looking better than expected. In the light of this, trustees 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.

Deficits did not materialise in 17/18 or 18/19 because the nature of the youth commission changed and more money was available than anticipated to cover the increased ask from commissioners and we were able to attract ongoing EU and Lottery funding, and not need to invest in a community IAG delivery to replace it as anticipated. Continuation funded was granted with less than a months notice with project end and reserves had been allocated to that shortfall at Feb 19.

We have recruited an additional management post alongside three new part time youthwork posts.

We continue to explore options for social enterprise or investment that might provide us with stable income streams. What we have learned so far is that social enterprise could be self sustaining and achieve our objectives but it is unlikely to produce significant surplus that will cover service delivery salaries.

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. The recommission of these services has been given a short delay
- Our statutory contracts for Community Development and Community Engagement is recommissioning in Oct 19 with significant reductions in funding
- 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 19/20:

Restricted Funds (£508,470) 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.

We have set deficit budgets for 19/20 and we envisage c £16k 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, sick pay and maternity pay amongst our longstanding, highly skilled team.

In 2019/20 Trustees decided to allocate £5k of this to increasing our pension offer to an 8% contribution as required by changes in pension regulation as a recognition that pay rates have not increased at the rate of inflation. (we track JNC scales)

The Staff Contingency fund has £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. We will then 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 any unforeseen emergency situations.

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 15-17 and further details of the activities undertaken by our staff can be found on pages 19-30.

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 was published in July 18. This document gives a full description of priorities and direction

Key priorities for the period 2019/20 include:

- Pilot the 'Youth Coach' one to one coaching model as a way of positively impacting on the life chances of young people at risk of offending.
- Create a local Arts steering group to oversee all aspects of the development and delivery of a local Arts offer
- Review youth participation locally and continue to support young people to have a voice in not just the local but the Cities services for children and young people
- Successfully tender for Community Development, community engagement and core funding from the BHCC TSIP programme
- Further develop local networking opportunities to increase delivery and collaboration to meet needs as expressed in the Neighbourhood Action Plan.
- Attain trusted Charity quality mark to replace our PQASSO
- Further develop our successful partnership with the Trust for Developing Communities and CommunityWorks to engage with Black and Minority Ethnic residents to grow and develop the City's community infrastructure. Start work on developing local activities for older BAME residents as part of the new Ageing Well programme linked to needs identified in primary care as well as community
- 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 and emerging Primary Care Network (PCN), ensuring that as the PCN is developed that patient experience and voice is at the heart.

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.

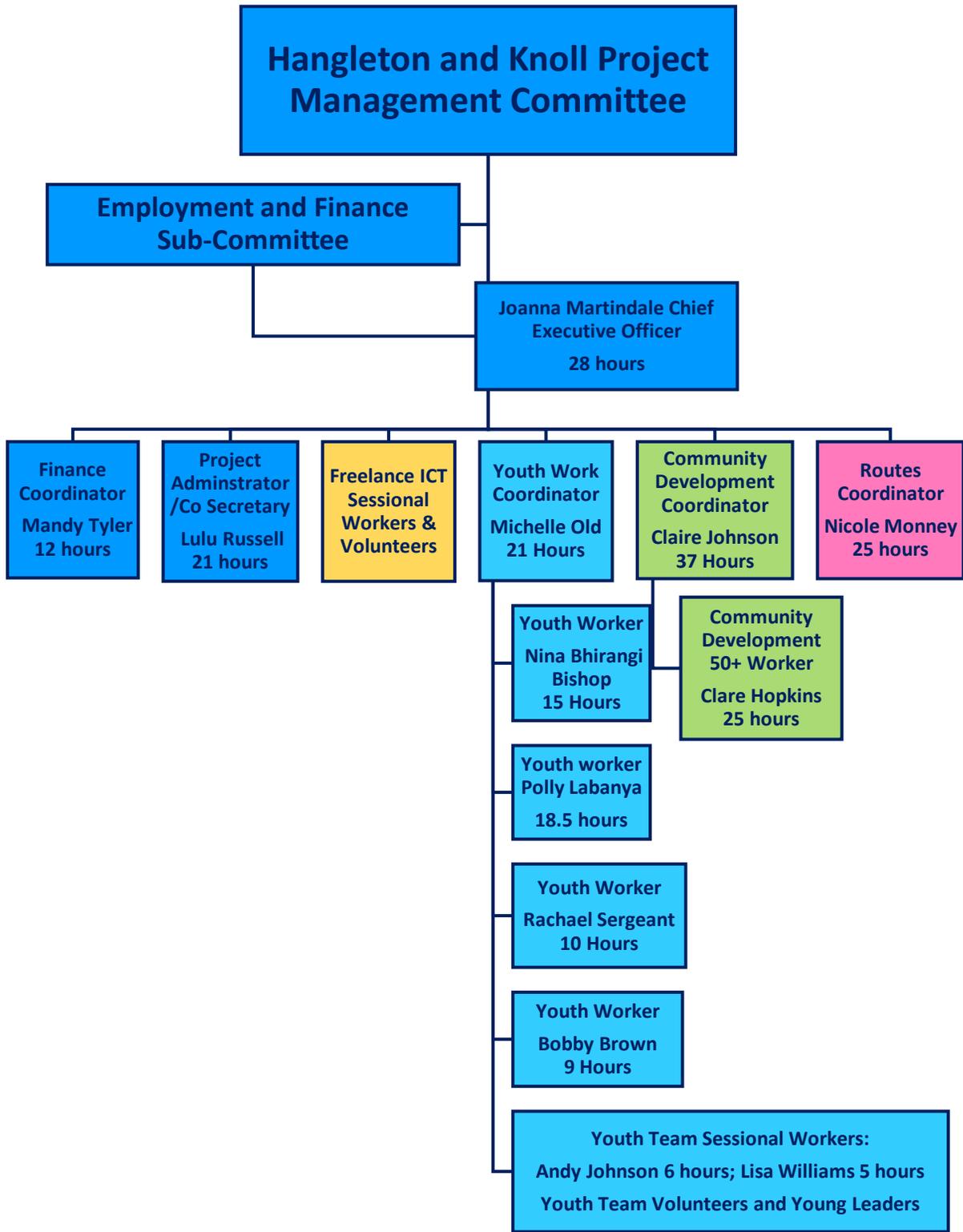
The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding 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 and signed on its behalf by:

.....
Mrs 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 40 to 51

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:

11. STATEMENT OF FINANCIAL ACTIVITIES

(Incorporating an Income and Expenditure Account)

For the year ended 31st March 2019

		Unrestricted funds	Restricted funds	2019 Total funds	2018 Total funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	90	1,804	1,894	1,544
Charitable activities	4				
Project income		46,214	324,599	370,813	326,291
Investment income	3	<u>4,860</u>	<u>-</u>	<u>4,860</u>	<u>4,815</u>
Total		51,164	326,403	377,567	332,650
 EXPENDITURE ON					
Charitable activities					
Project expenses		<u>52,552</u>	<u>282,226</u>	<u>334,778</u>	<u>284,042</u>
NET INCOME/(EXPENDITURE)		(1,388)	44,177	42,789	48,608
 RECONCILIATION OF FUNDS					
Total funds brought forward		338,561	348,061	686,622	638,014
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS CARRIED FORWARD		<u>337,173</u>	<u>392,238</u>	<u>729,411</u>	<u>686,622</u>

12. BALANCE SHEET

(Registered Number: 7260539)

At 31st March 2019

		Unrestricted funds	Restricted funds	2019 Total funds	2018 Total funds
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	10	1,663	-	1,663	2,078
CURRENT ASSETS					
Stocks	11	746	-	746	746
Debtors	12	15,666	-	15,666	7,503
Cash in hand		<u>359,332</u>	<u>392,238</u>	<u>751,570</u>	<u>694,016</u>
		375,744	392,238	767,982	702,265
CREDITORS					
Amounts falling due within one year	13	(40,234)	-	(40,234)	(17,721)
		_____	_____	_____	_____
NET CURRENT ASSETS		<u>335,510</u>	<u>392,238</u>	<u>727,748</u>	<u>684,544</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>337,173</u>	<u>392,238</u>	<u>729,411</u>	<u>686,622</u>
		_____	_____	_____	_____
NET ASSETS		<u><u>337,173</u></u>	<u><u>392,238</u></u>	<u><u>729,411</u></u>	<u><u>686,622</u></u>
FUNDS					
Unrestricted funds	14			337,173	338,561
Restricted funds				<u>392,238</u>	<u>348,061</u>
TOTAL FUNDS				<u><u>729,411</u></u>	<u><u>686,622</u></u>
				=====	=====

12. BALANCE SHEET

(Registered Number: 7260539)

At 31st March 2019 (continued)

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2019.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31st March 2019 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 small charitable companies.

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

.....

Mr N Goslett –Trustee

13. NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2019

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.

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 2019 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.

ACCOUNTING POLICIES - continued

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 ACCOUNTING POLICIES - continued

which they relate. In the year ended 31 March 2019 the employer contribution was 6% of gross salary.

2. DONATIONS AND LEGACIES

	2019	2018
	£	£
Donations	<u>1,894</u>	<u>1,544</u>

3. INVESTMENT INCOME

	2019	2018
	£	£
Deposit account interest	<u>4,860</u>	<u>4,815</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2019	2018
		£	£
Fee income	Project income	33,550	8,001
Misc income	Project income	25	4,107
Grants	Project income	<u>337,238</u>	<u>314,183</u>
		<u>370,813</u>	<u>326,291</u>

4. INCOME FROM CHARITABLE ACTIVITIES - continued

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

	2019	2018
	£	£
CCG Health Champions	-	7,000
Brighton & Hove City Council	122,631	82,087
Trust for Developing Communities	7,382	7,382
Grants from Small Trusts	-	2,830
Brighton and Hove Community Works	74,012	79,402
Impact Initiatives	21,329	50,543
The Police and Crime Commissioner	-	4,760
European Funding via Brighton & Hove Community Works	44,024	32,546
Brighton and Hove Citizens Advice Bureau	12,750	13,813
Neighbourhood Learning in Deprived Communities	23,600	20,000
AGE UK Dementia Action Alliance	-	4,590
Sussex Community Foundation Social Action	5,949	9,230
HNF (Healthy Neighbourhood Fund)	396	-
Amaze	400	-
Brighton and Hove Community Learning (TSIP)	20,765	-
Brighton and Hove NHS Clinical Commissioning Group - West Area Health Forum	4,000	-
	<u>337,238</u>	<u>314,183</u>

The following amounts have been carried forward and deferred to 2019/20:

NLDC	2,400
The Argus Trust	1,000
Artwork	2,000
Young Health (NHS)	8,000
Roger Stirk Harbour	2,500
Youth Police via BHCC	5,870

5. NET INCOME/(EXPENDITURE)

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

	2019	2018
	£	£
Depreciation - owned assets	<u>415</u>	<u>520</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2019 nor for the year ended 31st March 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2019 nor for the year ended 31st March 2018.

7. STAFF COSTS

Staff costs during the year were as follows:

	2019	2018
	£	£
Salaries	224,620	182,400
Employer's National Insurance	16,554	14,122
Pension Costs	12,038	10,709
Sessional Staff	<u>8,979</u>	<u>9,224</u>
	<u>262,191</u>	<u>216,455</u>

The average monthly number of employees was 14 (2018 12).

No employee earned £60,000 or more (2018 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 2018/19 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 £125,936 (2018 : £110,557).

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

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

9. INDEPENDENT EXAMINATION

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

10. TANGIBLE FIXED ASSETS

	General Equipment £	Furniture & Fittings £	Computer equipment £	Totals £
COST				
At 1st April 2018 and 31st March 2019	8,069	3,248	50,387	61,704
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
DEPRECIATION				
At 1st April 2018	8,007	3,211	48,408	59,626
Charge for year	12	7	396	415
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
At 31st March 2019	8,019	3,218	48,804	60,041
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
NET BOOK VALUE				
At 31st March 2019	50	30	1,583	1,663
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
At 31st March 2018	62	37	1,979	2,078
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

11. STOCKS

	2019	2018
	£	£
Stocks	<u>746</u>	<u>746</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	2018
	£	£
Trade debtors	15,457	7,294
Prepayments	<u>209</u>	<u>209</u>
	<u>15,666</u>	<u>7,503</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	2018
	£	£
Trade creditors	1,797	6,390
Social security and other taxes	5,603	7,735
Other creditors	2,369	1,076
Accrued expenses	8,695	2,520
Deferred income	<u>21,770</u>	<u>-</u>
	<u>40,234</u>	<u>17,721</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	2018
	£	£
Trade creditors	1,797	6,390
Social security and other taxes	5,603	7,735
Other creditors	2,369	1,076
Accrued expenses	8,695	2,520
Deferred income	<u>21,770</u>	<u>-</u>
	<u>40,234</u>	<u>17,721</u>

14. MOVEMENT IN FUNDS

	At 1/4/18	Net movement in funds	At 31/3/19
	£	£	£
Unrestricted funds			
General fund	51,617	(1,388)	50,229
Designated Fund - Redundancy	168,504	-	168,504
Designated Fund - Staff Contingency	118,440	-	118,440
	<u>338,561</u>	<u>(1,388)</u>	<u>337,173</u>
Restricted funds			
Community Learning incorporating Moneyworks (Formerly HaKit)	56,752	17,701	74,453
Infrastructure Support	46,227	-	46,227
Youth Projects	77,548	9,867	87,415
Work with Older People	3,682	1,750	5,432
Building Better Opportunities	3,443	2,181	5,624
Community Development	160,409	1,517	161,926
BME Psychsocial	-	7,382	7,382
Artwork	-	3,779	3,779
	<u>348,061</u>	<u>44,177</u>	<u>392,238</u>
	<u>686,622</u>	<u>42,789</u>	<u>729,411</u>
TOTAL FUNDS			

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	51,164	(52,552)	(1,388)
Restricted funds			
Community Learning incorporating Moneyworks (Formerly HaKit)	36,620	(18,919)	17,701
Youth Projects	145,766	(135,899)	9,867
Work with Older People	31,604	(29,854)	1,750
Building Better Opportunities	44,024	(41,843)	2,181
Community Development	52,306	(50,789)	1,517
HNF (Healthy Neighbourhood Fund)	4,706	(4,706)	-
BME Psychsocial	7,382	-	7,382
Artwork	3,995	(216)	3,779
	<u>326,403</u>	<u>(282,226)</u>	<u>44,177</u>
TOTAL FUNDS	<u><u>377,567</u></u>	<u><u>(334,778)</u></u>	<u><u>42,789</u></u>

Comparatives for 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	118,440	-	118,440
	<u>312,796</u>	<u>25,765</u>	<u>338,561</u>
Restricted Funds			
Community Learning incorporating Moneyworks (Formerly 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	159,584	825	160,409
	<u>325,218</u>	<u>22,843</u>	<u>348,061</u>
TOTAL FUNDS	<u><u>638,014</u></u>	<u><u>48,608</u></u>	<u><u>686,622</u></u>

Comparative 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			
Community Learning incorporating Moneyworks (Formerly 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	332,650	(284,042)	48,608

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2019.

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.