



The Hangleton & Knoll Project

Working for a better community

**Registered Charity Number: 1009953
www.hkproject.org.uk**

**REPORT OF THE TRUSTEES
AND FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31 MARCH 2009**

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

Name: The Hangleton and Knoll Project

Legal Status: Unincorporated Association

Registered Charity Number: 1009953

Registration Date: 21st March 1992

Principal Office: The Hangleton & Knoll Project
St. Helen's Parish Offices
Hangleton Way
Hove
East Sussex BN3 8ER

Trustees: Mr Roy Taylor (Chair)
Mrs Patricia Weller (Vice Chair)
Mr Tom Patterson (Treasurer)
Mrs Dawn Ayles (deceased July 2008)
Mr Mike Long (Stepped down April 2008)
Miss Kerry Bridge
Ms Elaine Batchelor
Ms Joanne Heard
Fr Keith Perkington
Mr Keith Mason
Ms Michelle Pooley
Lady Ann Tizzard (joined October 2008)
Ms Caron Patmore (joined October 2008)

Non-voting Observers: Tracie James B&H Youth & Connexions Service
Cllr Dawn Barnett B&H City Councillor
Cllr David Smart B&H City Councillor

Manager: Nicole Vann

Independent Auditors: Messrs Clark Brownscombe
Chartered Accountants & Registered Auditors
8 The Drive
Hove
BN3 3JT

Bankers: The Bank of Scotland
8 Air Street
Brighton
East Sussex

**Staff employed during the year
Ended 31st March 2009:**

Management & Administration:

Kathryn Farrell - Finance Co-ordinator
Lulu Russell - Project Administrator
Nicole Vann - Manager

Community Development:

Claire Sillence – Community Development Worker
(started 24th November 2008)
Gemma Goodey – Senior Community Development
Worker (started 1st April 2008)
Kay Densley - Sessional Community Development
Worker (left 3rd October 2008)
Kaye Duerdoth – Inclusive Communities Worker
(contracted from Newman Francis 1st April 2008)
Lizzie Beckett - Community Development Worker

Youth Work:

Helen Bartlett - Youth Participation Worker
Max Wheeler – Youth Worker
Michelle Old – Senior Youth Worker (Health)
Nina Bhirangi – Youth Worker

HaKIT:

Beebop – Freelance Trainer
David Purkiss – Freelance Trainer
Debby Thomas – Freelance Trainer
Helen Goss – Freelance Trainer
Patricia Hughes – Freelance Trainer
Ruth Melia - HaKIT Co-ordinator

IT Technical Support :

Sam Simmons of EmbedX

Volunteers:

Alexander Monney – HaKIT & web design
Beebop – HaKIT & web design
Caroline Blaker - HaKIT
Caroline Shears – HaKIT
Krissy Densley - HaKIT
Claire Sillence – Community Development
Cora Birch – Community Development
Jahanara Ahmed – Community Development
Jordan Tudge – Youth Music Trainer
Jack Grover – Youth Work
Jo Prior – Youth Work
Julie Hay - HaKIT
Karen Bridger - HaKIT
Keith Mason – HaKIT trainer
Kerry Bridge – Youth Work
Lauren Parsons – Youth Work
Lee Grinstead – Youth Work
Rali Sarker – Community Development
Raminder Gill – Community Development
Sarah Mulholland – Youth Work
Stan Steward – HaKIT
Takako Higgs – Community Development
Vincent Scriven - HaKIT

Project Offices:

St. Richards Church & Community Centre
Egmont Road
Hove BN3 7FP
Te: 01273 410 858

Hangleton Community Centre
Harmsworth Crescent
Hove BN3 8BW
Tel: 01273 821 380

The Trustees present their report together with the audited financial statements of the company for the year ended 31 March 2009.

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

2. STRUCTURE, GOVERNANCE AND MANAGEMENT

Nature of governing document

The Project is an unincorporated association governed by a Constitution.

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 all 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.

Constitutional provisions relating to appointments:

- Nobody shall be appointed as a member of the Management Committee who is under 18 or who would if appointed be disqualified under the provisions of the following clause.
- No person shall be entitled to act as a member of the Management Committee whether on a first or on any subsequent entry into office until after signing a declaration of acceptance and of willingness to act in the trusts of the Charity.

A member of the Management Committee shall cease to hold office if he or she:

- Is disqualified from acting as a member of the Management Committee by virtue of section 45 of the Charities Act 1992 (or any statutory re-enactment or modification of that provision);
- Becomes incapable, by reason of mental disorder, illness or injury, of managing and administering his or her own affairs;
- Is absent without the permission of the Management Committee from all their meetings held within a period of six months and the Management Committee resolve that his or her office be vacated; or
- Notifies to the Management Committee a wish to resign (but only if at least three members of the Management Committee will remain in office when the notice of resignation is to take effect).

Management Committee Members are not to be personally interested:

- Subject to the provisions of sub-clause (2) of this clause no member of the Management Committee shall acquire any interest in property belonging to the Charity (otherwise than as a trustee for the Charity) or receive remuneration or be interested (otherwise than as a member of the Management Committee) in any contract entered into by the Management Committee.

Project Membership

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

Policies and procedures for induction and training of Trustees

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

Equal Opportunities Policy

The Hangleton & Knoll Project is an equal opportunity employer. The aim of our policy is to ensure that no job applicant or employee 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 April 2008 (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-Committee 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 Project Manager and Finance Officer 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 Project Manager, 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):

- Adult Advancement & Careers Service
- Active for Life
- Brighton & Hove City Council
- B&H Integrated Youth Support Service
- Brighton & Hove Libraries
- B&H Adult Learning Group
- Carers Centre
- Community Development Exchange
- Community & Voluntary Sector Forum
- Friends Centre
- Hove Park School
- Hove YMCA
- Neighbourhood Care Scheme
- Portslade Community College
- Sussex Community Internet Project
- Sussex Police
- The Working Together Project
- The Children & Young People's Trust Cluster Group
- Working Links

Risk Management

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

3. OBJECTIVES AND ACTIVITIES

Objects of the Charity

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

- iii) Promote and support the development of community buildings to provide facilities for all residents.
- iv) Encourage the participation of local residents in all forms of voluntary activity, education, and employment, which may improve the quality of life in "the area of benefit".

Charity's Aims

Mission Statement: "The Hangleton and Knoll Project exists to work in partnerships with residents to access and develop opportunities and resources and to facilitate positive change as identified by the residents of our communities."

Strategic Aims:

1. To encourage people to have a greater sense of ownership of their community, resources and environment.
2. To ensure longer sustainability of the Hangleton and Knoll Project.
3. To empower residents to establish sustainable skills and activity in response to their needs.
4. To promote the use and development of community facilities.
5. To actively seek working relationships and partnerships with residents, organisations and agencies, to share skills and information and to influence on behalf of residents.
6. To promote best practice as a community development organisation and as an employer.
7. To continually identify, respond to and support residents' needs.

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, and 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 & Connexions 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 which 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
- Work in schools
- Partnership work with other agencies and services

HaKIT

Hangleton & Knoll InformationTechnology (HaKIT) has developed two award winning UK Online IT Training Suites, one at Hangleton Community Centre and the other at St. Richards Church and Community Centre. Free and low cost training courses are delivered from these suites and the facilities are offered as a resource for local community groups and individuals.

HaKITs strategic aims are:

1. To provide a locally based, accessible and responsive I.T. resource for residents, community groups, voluntary, statutory and business organisations.
2. To encourage and support residents and community groups in the use of I.T. in all forms of voluntary activity, education, training and employment..
3. To continually identify, respond to, and support residents' I.T. needs.
4. To support the development and integration of I.T. and multi-media needs across all departments of the Hangleton & Knoll Project.

Outreach training opportunities are delivered within local community spaces such as the library, sheltered housing schemes, and local schools. This project is guided by a steering group, and the planning and delivery of learning opportunities is directed by existing and potential learners through ongoing consultation and evaluation.

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 4 of the Charities Act 2006 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 2008-9

- To celebrate 25 years of being a part of the community.
- To support the existing infrastructure groups and support the development of new and emerging community infrastructure groups.
- To undertake a piece of participatory research to identify key and priority issues for Black and Minority Ethnic residents in relation to participating in wider community decision-making forums and community groups.
- To support the development of structures whereby residents have a role in directing and shaping learning and training opportunities locally.
- To work with residents, community groups, committees and local service providers in the Hangleton & Knoll area to promote fun, health, independence, learning, inclusion and empowerment for residents aged 50+.
- To deliver training to increase young people's access and representation to local community groups.
- To work with young people to identify their health concerns and priorities, and to support young people to develop appropriate methods and strategies to address these.
- To work with community groups to develop their understanding of the barriers that exist relating to accessible, and genuine, representation of all members of the community.
- To create opportunities to enable young people to explore, and inform, the availability and accessibility of activities, resources, and facilities locally.
- To continue the provision of a locally based and responsive I.T. resource for residents and community groups.
- To continue to develop an ongoing and pre-emptive fundraising strategy to ensure the sustainability of the Charity's work.
- To better promote the Project and its work.

Charity's Strategies

The Charity has finalised a three year Development and Strategic Plan.

Significant Activities

Voluntary Income:

The Charity received £20 in voluntary income during the year.

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 as a contribution towards HaKIT course costs.

Investment Income:

The Charity currently earns interest from a high interest bank account with The Bank of Scotland, although in the current economic climate, interest rates have fallen sharply.

Other Incoming resources for charitable activities:

Community Development

B&H City Council funds the Community Development Department through a number of funding streams including the Area Based Grant and Local Area Agreement (LAA) 50+ Project. Area Based Grant funding has enabled the Charity to provide community development support to residents and to continue to support the development of the Hangleton & Knoll Community Action group.

Hangleton & Knoll has been identified as a priority neighbourhood for developing a comprehensive community development programme of interventions for residents aged 50+. The Charity has continued to receive Local Area Agreement funding to support this process through engagement with local residents, and the development of a 50+ Steering Group through which priorities can be identified and appropriate interventions developed.

The Charity received funding from the Novas Scarman Group to manage a small community based grants programme to enable local community groups to apply for funding to deliver health promoting activities.

Youth Work

The Charity received funding from B&H City Council through a range of funding streams including the Area Based Grant and the Youth & Connexions Service. The City Council funds a weekly sexual health drop-in for young people at Hove Polyclinic. This project offers access to free pregnancy testing, Chlamydia testing, emergency hormonal contraception, condoms, contraception, information, advice and referrals. The clinic is staffed by a South Downs NHS Nurse alongside a Youth Worker employed by the Charity.

The Youth & Connexions Service funds a weekly detached youth work session and one weekly project session to young people aged 13-19 years. Funding is also provided to deliver a programme of Positive Activities for Young People (PAYP) during the holiday periods with a focus upon young people at risk of social exclusion. Young people engaged through these projects are supported to enrol on the B&H Youth Award and other recognised accreditation opportunities.

The Charity receives funding from Hove Park School as part of the 'Extended Schools' programme. The aim of this partnership is to engage young people, who struggle within the formal education system, through accredited community-based activities to develop a range of personal and social skills identified by the young people themselves.

The Charity received Area Based Grant Funding to deliver youth work within a generic community development framework.

Big Lottery

The Charity received three year funding from the Big Lottery Young People's Fund to employ a Senior Youth Worker with a specific focus on young people's 'health'. The funding was awarded in 2006 and will run until August 2009. The focus of this work includes empowering young people to have a role in steering this work, increasing understanding and awareness of the risks associated with health damaging behaviours and how to reduce these risks, delivering peer-education training, and having a role in shaping programme delivery at a local level.

Children in Need

The Charity received three year funding in 2005 from BBC Children in Need to employ a Youth Participation Worker. The fundamental aim of this post is to support young people's participation in local community groups, events and activities.

HaKIT

The Charity received *Neighbourhood Learning in Deprived Communities* funding to deliver a range of first step learning opportunities through the delivery of 'Taster' and 'Intro' sessions

(e.g. Intro to computers, e-mail, digital photography, using the web), accredited and non-accredited progression courses (e.g. Word Processing, Excel, Power Point, Computer Art, Adobe Photoshop) in two community based IT Centres and in locally based outreach venues.

Funding was received from the UK Online User Journey Programme to deliver supported learning activities to engage participants from key target groups, provide introductory level learning, outreach sessions and moving on courses.

A partnership project was undertaken with the Friends Centre, Sussex Community Internet Project (SCIP) and the Turner Area Partnership as part of the UK Online Social Impact Demonstrator project. Funding was received with the aim of: Developing a Hangleton and Knoll Community Information website to enable local residents to have one point of contact for community information, and to reach residents not already engaged with the community; to develop a flexible and responsive learning programme to enable and support local residents to get online and progress to further learning when appropriate; to develop local residents' groups to identify community needs, link with community development and outreach workers, network and share good practice.

Lloyds TSB Foundation granted us two year funding to deliver a new project which seeks to use the establishment of a Hangleton & Knoll Learning Partnership Forum, and provision of personal and community development learning opportunities, as a route to encouraging and enabling fuller community participation by key targeted groups of our area's residents.

Grant making policies

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

Social or programme related investments

Funds are held in a high interest earning investment account at The Bank of Scotland. This investment was based upon the interest rates available to us and is currently under review.

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:

Chair's Report

When the Project started 25 years ago I never dreamt of the success and the long life of the Hangleton & Knoll Project. There are many reasons why we are still going strong after 25 years. We are able to show other communities how it is possible to develop your own community buildings, like Hangleton Community Centre and St. Richards that we worked hard to get off the ground, and we are able to support our community to set up their own groups and work together to make the community a great place to live. We have supported hundreds of Community Groups to get going over the years and many of these are still going today and benefiting the wider community. We have also developed a strong Community Infrastructure in Hangleton & Knoll which means that residents can come to meetings like Community Action and work with the police and the council and tackle problems together. We are privileged to have an incredibly high level of resident participation at all different

levels of the Project, from involvement in the numerous community groups and activities that we support, to paid community development workers, through to managing the Project and, like myself, sitting on the management committee as a Trustee. We are really fortunate to have highly skilled and committed Project staff and IT tutors, who are at the frontline every day, representing the Project, supporting the community, and who work together so well as a team.

I would like to say thank you to all of the staff, and my fellow Trustees, who all play a huge role in making this Project a success. We have had another successful year of fundraising, although we can never be complacent. And already we are trying hard to secure funding for next year. We thank all of our funders who have supported us over the years, and who continue to support us today. I am really proud of all of the work that we have achieved over the last 25 years and would like to thank every one for your continuing interest and support of the Project, and lets work towards another successful 25 years.

Roy Taylor
Chairperson

HIGHLIGHTS OF 2008-9

"My highlight would have to be our Annual General Meeting held in November. It provided the perfect opportunity for us to celebrate our 25th birthday – with over 20 certificates handed out to volunteers with the project, presentations given by young people, local residents, and also members of the new Inclusive Communities Project, together with the launch of our first ever website entirely built by a dedicated volunteer. We had over 80 people attend the event and it was great to see so much community spirit in one room".

Nicole Vann
Manager



Hangleton & Knoll Project AGM

"Being generally based in the Project Management and Admin office, the regular all staff meetings have given me a chance to properly interact with everyone and I now really have the feeling that we are working as one team with the community and for the community. The AGM celebrating 25 years was fantastic and a real chance to show off the history and achievements of the Project. Following on from the launch of our website we emailed over 200 people to celebrate the web launch and 25 years anniversary, the response that we got from people all over the city was fantastic."

Lulu Russell
Project Administrator

Community Development Work

"My highlight of the year is the Hangleton Play Day which took place during the summer in Hangleton Park. I supported a group of Parent's for over 3 months to organise the event and found myself amazed to see over 300 people attend and enjoy a family day out with their children. They participated in so many activities including a Climbing Wall, Giant Games, Face Painting and a tour inside a Fire Engine. A fabulous summer fun day!"

Claire Sillence
Community Development Worker – Hangleton



Hangleton Play Day

"My highlight for the year has been the formation of a new Committee for the Hangleton & Knoll Festival. The Hangleton and Knoll Festival group has been running for over 25 years and has seen many local people come and go. The festival is embedded in the hearts and minds of the community and many different and unique events have taken place, it is certain that no-one would like to see the festival disappear. This was demonstrated a few years ago when there were only a few residents involved in organising the festival to ensure that it kept going. Anyone who is involved with event organising will know that it takes a lot of time, commitment, and enthusiasm, and in 2008 it looked like finally all this had run out. However a group of residents attended a festival information evening and from this a new committee was formed....and now has 13 committee members and 3 'Friends'. They have worked so hard this year to plan a months' program of events and I am really excited about the future of the Hangleton and Knoll Festival and feel assured of its continued development and sustainability.....It takes time, commitment and enthusiasm and the festival committee has it all..... It's a battle putting on these events you know!!".

Lizzie Beckett

Community Development Worker - Knoll



The Hangleton and Knoll Medieval Festival 2008



Inclusive Communities Consultation Event

"My highlight of the year was the setting up of the multi-cultural women's coffee morning. Every fortnight the group meet at St Richards and are planning lots of activities with great enthusiasm. So far they've taken up swimming, a computer course, joined ESOL classes, are organising a multi-cultural event and that's not to mention the Egyptian dancing starting in a few weeks time. The feedback from the group has been fantastic – they particularly enjoy meeting new faces, people and old friends and being able to express views and ideas".

Kaye Duerdoth

Inclusive Communities Project Worker

Number of community groups supported throughout the year	29
Number of new community groups supported to start up during the year	12
Number of people supported to be involved in community groups	372
Number of new people involved in community groups during the year	134
Number of people from Black and Minority Ethnic communities supported to be involved in community groups	36
Number of people supported to be involved in local representative groups (e.g. decision making groups)	152
Number of new people involved in local representative groups during the year	61
Number of community groups gaining independence from the community development team	4
Number of community events supported	46

50+ Community Development Work

"My highlight was the Steering Group Launch Event in October which attracted 180 local older people for a free day of fun, information and entertainment. Ken Norman, Cabinet Member for Adult Social Care and Health, officially opened the event after a presentation by Steering Group Members Keith Mason, Joya Freestone, Chris Dalton and Councillor David Smart. The event officially launched the new 50+ Website and 50+ Health & Well Being Grants Scheme being offered by the Steering Group.

Thirty different 50+ Service Providers and community groups had information stands at the event and there were a range of different speakers, exhibitions, and activities including boccia, Tai Chi, games and crafts. Sophia Murphy of The Beauty Spot Hove gave free manicures, Carmen Pearce from Elizabeth Arden at Boots, Brighton provided free makeovers and Maria Bridges, local reflexologist gave free treatments all day.

A huge range of local retailers and individuals donated generous gifts to the event raffle and Jocelyn Dodgeson from The Food Partnership served free homemade soup, crusty bread and flapjacks. Silver Sounds, Brighton & Hove Older People's Samba Band provided free entertainment and a great time was had by all".

Gemma Goodey

Senior Community Development Worker, 50+



50+ Launch Event

Number of people aged 50+ contacted and provided with information	592
Number of Older people or their carers offered support to improve their quality of life	536
Number of people aged 50+ taking up an activity or service for the first time including educational, volunteering, employment, leisure, health and fitness	188
Number of people aged 50+ continuing to be involved in on-going, sustained activities / groups	142
Number of people aged 50+ involved in local governance and decision-making forums	52
New initiatives that have been developed over the year	• 50+ Health and wellbeing grants • 50+ information website • 50+ Launch event • 50+ Trips • Links developed with the Older People's Council

Youth Work Department

"My highlight of the year was working to support young people to put on 'Party in the Park', which took place on Saturday 30th August 2008. The young people involved worked really hard to make this an inclusive family event, by raising enough funds through the Brighton and Hove Youth Opportunity Fund, to make this a free and fun event! The day was attended by over 500 people. It was great to see young people getting positive recognition within the community that was well deserving!!"

Nina Bhirangi-Bishop
part-time youth worker



Party in the Park Summer 08



"There have been so many highlights over the year, and it is so difficult to chose just one! However, the residential at Avon Tyrell in January 2009 was very special. It was a great opportunity for the young people to develop relationships with their peers and youth workers and to try some news things i.e. mountain biking, abseiling, cooking etc. It also provided some time to relax together, play games and eat food, allowing space and quality time for some constructive conversations/debates and lots of fun!"

Michelle Old
Senior Youth Worker

"It is really difficult to pick out just one from so many highlights! But I think I would have to say the ongoing development of the participation group '100 Felt-Tip Pens Change the Community' definitely deserves a mention. This is a really diverse group of 9-10 young people, some of whom we have worked with before and some of whom were completely new to group work within the Project. The action that the group have decided to focus on is developing a new sports pitch within Knoll Park, and they are really involved, enthusiastic and show great ownership of the project. Part of the project involved a weekend residential in the New Forest which was a fantastic opportunity to build relationships between the young people and between young people and youth workers, to do different activities and to chill out and have fun in a beautiful setting. Two young people who have a lot of experience with the project also planned and delivered a workshop looking at the changes the group wanted to make and how they might go about this.



Okay, so I might have to have more than one highlight! I would also say that for me, I've really enjoyed the summer and spring holiday programmes that we've put on. Led by children and young people, these have featured a really diverse range of activities, from trips out to community activities and events. They have been a great way to build and develop relationships with young people in a fun and informal setting, which is both worthwhile in its own right and provides a great basis for future involvement. I definitely have some very special memories of certain trips and community events that have taken place over the year!"

Helen Bartlett
Youth Participation Worker

Residential January 09

"The best part and biggest challenges of this project probably came in the form of two young people. Both of them initially turned up with an interest in rapping, and various things in their lives which made things difficult for them and their involvement.

Over a long period of time we worked together on writing, ideas, behaviour, and music - pretty much everything. We have made two records and done three gigs together.

Both young people left the group for a long while but recently both are back and working hard on new music, with one now teaching Year 7s at Hove Park Lower school, on a peer education programme".

Max Wheeler
Part-time youth worker



Performing at Party in the Park

Young people regularly supported through Detached and Project sessions:

11-12 yrs	13-14 yrs	15-16 yrs	17-19 yrs	20+	Male	Female	TOTAL
115	40	48	26	4	152	81	233

Young People's Feedback:

100 felt tips

I wanted to get involved to change the community and make it a better place...

100 felt tips

I have changed in a better way, because since I started I have stayed out of trouble.

100 felt tips.

I have learnt to talk to more people, I'm more confident and more willing to put forward my ideas and voice my opinion...

H&M

I FEEL THAT I HAVE REALLY GROWN UP IN THIS LOVING FRIENDLY ENVIRONMENT, ESPECIALLY WITH DIFFICULT TIMES IN MY LIFE, IT HAS REALLY HELPED

H & M

At H&M I can have some fun and talk to the group about stuff going on for me. I also feel proud of myself and what I have achieved i.e peer education around bullying.

I got involved because I thought I'd be good at something and wanted to change instead of being a troublemaker...

HaKIT (Hangleton & Knoll Information Technology)

There have been many special moments throughout the year ranging from the following:- the events that I have attended where people were enjoying taking part in new activities and learning new skills; developing a new drop-in with Brighton and Hove Libraries at Hangleton Library which has encouraged new learners of all ages and abilities to try using the computer for the first time; Karen Bridger being awarded a Learner of the Year Award by Brighton and Hove Learning Partnership; working with a variety of young people in the Hove Park Exclusion unit and engaging them with learning and reintegration back into school; seeing the work of the community website group become a reality and new resource for the local community; and supporting local volunteers to set up and run their own homework club and for the support of volunteers to ensure that the drop-in remained open and accessible until a time we were able to fund a tutor position, successfully completing my Working in Community Organisations course. The wide variety of activities, different partnerships and people's enthusiasm towards integrating I.T. within the community contributes to the overall

satisfaction of a busy year! And not to mention that we were one of five winners nationally of the UK Online Centres' Outstanding customer care award, recognising the tutors' and centres' contribution to learning".

Ruth Melia

HaKIT co-ordinator



**Receiving the UK Online award
from Celia Barlow MP November 2008**



Get Online Day

"There have been many highlights of the past year – teaching basic Web Design and Desk Top Publishing for the first time stand out; and everyone passed their respective OCR assignments (Yay!). But the biggest highlight, for me, had to be the Learner of the Year awards: our wonderful Karen Bridger received one of just eleven awards in the Brighton and Hove area for her dedicated and hard work as a HaKIT learner. She kindly asked Ruth, Pat, Keith, Nicole, myself, Elaine Batchelor (another IT learner and community committee member) and, of course, her co-learner, husband Mike along to a wonderful meal and presentation at the banqueting Hall in the old Hove Town Hall. The award was richly deserved; and we all had a good laugh and a great time".

Debbi Thomas

IT Tutor



Karen Bridger who was one of the successful Adult Learners of the Year, receiving her Computer Literacy and Information Technology Diploma from Cllr Carol Theobald, Deputy Mayor.

"My highlight would be receiving the MyGuide funding which enabled us to run many very well used Drop-Ins over the year. Related to this would be meeting new learners who, since attending the drop-ins, have progressed onto different tasters and courses.

Generally I have found the year has gone really well with more drop-ins being run, including Hangleton Library and a lot of new learners joining the drop-ins and courses. Another highlight being having Karen Bridger helping with the Drop-ins and achieving a learner of the year award for the learning and contribution to HaKIT she has made thus far".

David Purkiss

IT tutor

"The 2008/2009 year has seen a significant rise in the number of Digital camera courses I have tutored, and it has been particularly noticeable that many of the students attending , being far more computer literate than some of their predecessors , have progressed to a more advanced stage in their digital photo editing techniques. To some degree this has been at the expense of practical photography tuition and exercises but it does open the door for future courses that do spend more time concentrating on taking photos.

It has been very satisfying to see that the Community Web Site Working Party in which I have been involved has finally been able to put the finished site on line where it appears to be being well received."

Keith Mason

Volunteer Digital Photography Tutor



Halloween event at St. Richards Community Centre



"My highlights include the Outreach session at the Cameo club at Bishop Hannington Church, with a talk using the internet and overhead screen on NHS Choices followed by question and answer session. Over 50 people attended. We also ran a Children's club at Hangleton which went really well with between 9 and 13 children coming each week. Both of our students who entered for the Word/File management OCR exam passed and we had 100% success rate! There was the over 50's event at St Richard's - again NHS choices talk and question and answer session, also photographs taken and printed out 'on the spot' – it was very successful. The ESOL (English for Speakers of Other Languages) course went well, and we ran a Halloween event at St Richard's - 'website quiz' and photos as for the over 50's event, followed by prizes - all went down well with many children attending".

Pat Hughes

IT Tutor

Number of individual Learners who enrolled on at least one course	241
Number of CLAIT accreditations awarded	25
Number of courses delivered	21
Number of young people supported through IT	72

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

This has been a strong year for the Project, successfully reaching an appropriate staffing structure through the appointment of a Senior Community Development Worker. The Youth Work team continued to strengthen as a unit over the year, and the Community Development Team said goodbye to one part time worker, and welcomed a new worker who successfully made the transition from community activist and volunteer, through to paid staff member.

As was the case with many Charitable organisations this year, it was necessary for us to seek advice from the Charity Commission with regard to our investments. The Trustees are taking actions to mitigate any risks that may occur due to issues relating to potential bank insolvencies, with a view to spreading investments over a number of institutions.

5. FINANCIAL REVIEW**Reserves policy**

Funds were transferred in the year from Unrestricted Reserves to the Designated Fund, in order that these funds were set aside for future staff costs. The Trustees are satisfied that the resultant fall in the level of Unrestricted Reserves held by the Charity at 31st March 2009 is in line with their policy.

The reserves figure is reviewed annually by the Finance Sub-Committee and a recommendation made to the following meeting of the Management Committee with whom the final decision rests.

Any funds in deficit

There are no funds in deficit.

Principle funding sources, and how expenditure has supported key objectives

98% of our expenditure is on staff costs and expenses. The process of community development and youth work requires skilled staff as a fundamental resource to undertake the significant activities and meet the planned objectives and outcomes through regular face to face contact with local community groups and residents.

Investment policy and ethical policies if relevant

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 and youth work in Hangleton and Knoll within existing partnerships, and to develop further initiatives where the need arises and subject to available funding. Key priorities for the period 2009/10 include:

- To support the existing infrastructure groups and support the development of new and emerging community infrastructure groups.
- To support the development of a range of groups and activities as identified through the participatory research project with local Black and Minority Ethnic residents.
- To support the development of structures whereby residents have a role in directing and shaping learning and training opportunities locally.
- To develop a range of opportunities for local residents as part of the Adult Advancement and Careers Service prototype.
- To work with residents, community groups, committees and local service providers in the Hangleton & Knoll area to promote fun, health, independence, learning, inclusion and empowerment for residents aged 50+.
- To support young people's participation in local and City wide activities and groups.
- To work with young people to identify their health concerns and priorities, and to support young people to develop appropriate methods and strategies to address these.
- To develop a range of sports and recreational activities available for young people.
- To support young people in developing a youth forum as a means for young people to have a more formalised role in local decision-making processes.
- To continue the provision of a locally based and responsive IT resource for residents and community groups.
- To continue to develop an ongoing and pre-emptive fundraising strategy to ensure the sustainability of the Charity's work.
- To better promote the Project and its work.

7. FUNDS HELD AS CUSTODIAN TRUSTEE ON BEHALF OF OTHERS

Description of assets held

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

Details of charity (or charities) concerned

The local community groups for whom funds are held are:

- Hangleton Wildlife Group
- Youth Training
- Homework Club
- Healthy Projects Scheme
- Knoll Scroll
- Friday Night Youth Café
- Hangleton & Knoll Running Sisters
- 50+ Steering Group
- Health & Mind
- HaKIT Drop-In Centre
- Hangleton & Knoll Yoga
- Knoll Football Club
- Inclusive Communities Coffee Morning
- Crafty Adults

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 a separate department within the Project accounts. Movements of these funds are recorded in the notes to the financial statements.

Statement of Trustees' responsibilities for an unincorporated Charity

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Practice).

The law applicable to Charities in England & Wales 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 Charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditors

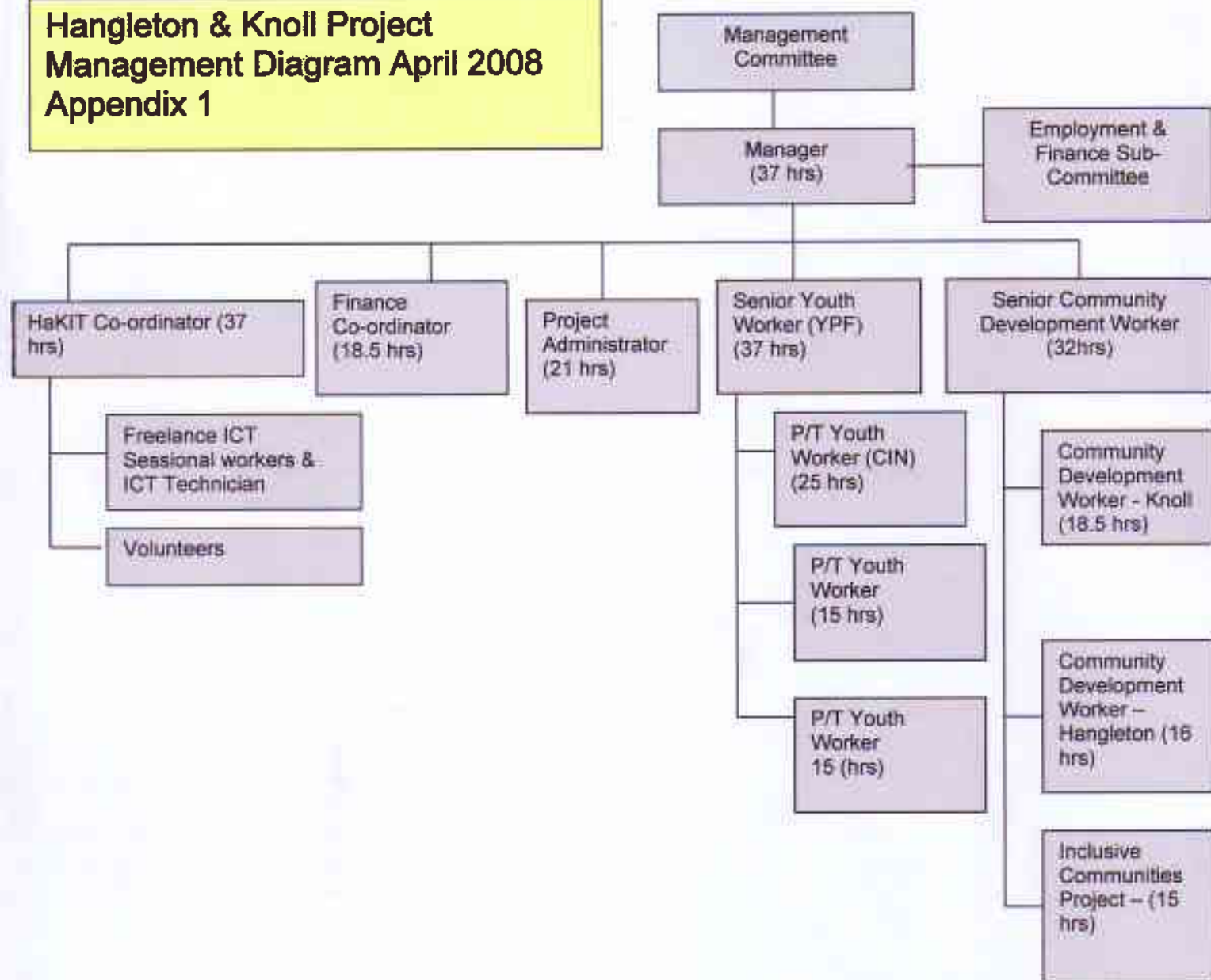
The Auditors, Messrs. Clark Brownscombe, will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

Signed:


Chair

Date: 28.08.09

Hangleton & Knoll Project Management Diagram April 2008 Appendix 1



INDEPENDENT AUDITORS REPORT TO THE TRUSTEES OF THE HANGLETON AND KNOLL PROJECT

This report is made solely to the Charity's Trustees, as a body, in accordance with Sections 43 of the Charities Act 1993 and the regulations made under section 44 of that Act. Our audit work has been undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Trustees and auditors

The Trustees' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the Charity's financial statements give a true and fair view are set out in the Statement of Trustees' Responsibilities.

We have been appointed as auditors under section 43 of the Charities Act 1993 and report in accordance with regulations made under section 44 of that Act. Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the relevant financial reporting framework and are prepared in accordance with the Charities Act 1993.

In addition we report to you if, in our opinion the Trustees' Annual Report is not consistent with the financial statements, the Charity has not kept sufficient accounting records or if the statement of accounts does not accord with those records or if we have not received all the information and explanations we require for our audit.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we consider necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements:

- Give a true and fair view of the state of the Charity's affairs as at 31st March 2009 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- Have been prepared in accordance with the Charities Act 1993.



Clark Brownscombe
Chartered Accountants and Registered Auditors
8 The Drive
Hove
East Sussex
BN3 3JT

Date: 1st September 2009

**Hangleton and Knoll Project
Statement of Financial Activities
for the Year ended 31st March 2009**

	Note	Unrestricted Funds	Designated Funds	Restricted Funds	Restricted Funds Big Lottery	Total Funds 2009	Total Funds 2008
		£	£	£	£	£	£
Income and Expenditure							
Incoming Resources							
Incoming Resources from Generated Funds							
Voluntary Income		-	-	20	-	20	3,434
Activities for generating funds	14	-	-	8,763	-	8,763	8,165
Investment Income		8,476	-	-	-	8,476	10,381
Incoming Resources from charitable activities							
Other incoming resources		-	-	339,840	49,883	389,723	347,823
Total Incoming Resources		£ 8,476	-	348,623	49,883	406,982	369,803
Resources Expended							
Costs of generating voluntary income	15	-	-	-	-	-	-
Fundraising trading: costs of goods sold & other costs	16,20	-	-	8,763	-	8,763	8,165
Investment management costs	17,20	-	-	-	-	-	-
Charitable activities	18	-	-	254,075	52,588	306,663	248,826
Governance costs	19	-	-	9,943	-	9,943	9,941
Other resources expended	20	-	-	25,684	-	25,684	29,851
Total Resources Expended		£ -	-	298,465	52,588	351,053	296,783
Net Incoming / (Outgoing) Resources before Transfers		£ 8,476	-	50,158	-2,705	55,929	73,020
Transfers							
Gross transfers between funds		-13,000	64,000	-51,000	-	-	-
Net Incoming Resources before other recognised gains and losses		£ -4,524	64,000	-842	-2,705	55,929	73,020
Other recognised gains and losses							
Gains on revaluation of fixed assets for charity's own use		-	-	-	-	-	-
Gains/Losses on investment assets		-	-	-	-	-	-
Actuarial gains/losses on defined benefit pension schemes		-	-	-	-	-	-
Net Movement in Funds		£ -4,524	64,000	-842	-2,705	55,929	73,020
Reconciliation of funds							
Total funds brought forward		29,725	85,440	178,843	8,788	302,796	229,776
Total funds carried forward		£ 25,201	149,440	178,001	6,083	358,725	302,796

The notes on pages 28 to 34 form part of these Accounts

**Hangleton and Knoll Project
Balance Sheet at 31st March 2009**

	Note	2009	2009	2008	2008
		£	£	£	£
Fixed Assets	5		<u>9,805</u>		<u>12,261</u>
Current Assets					
Stock	6	1,559		1,475	
Debtors & prepayments	2	31,578		2,064	
Short term deposits		326,198		311,927	
Cash at bank and in hand		<u>474</u>		<u>368</u>	
			359,809		315,834
Current Liabilities					
Amounts falling due within one year	3		<u>10,889</u>		<u>25,299</u>
Net Current Assets			<u>348,920</u>		<u>290,535</u>
NET ASSETS		£	<u>358,725</u>	£	<u>302,796</u>
Funds	4				
Unrestricted			25,201		29,725
Designated			149,440		85,440
Restricted			<u>184,084</u>		<u>187,631</u>
		£	<u>358,725</u>	£	<u>302,796</u>

Approved by the Trustees on

28.08.09

(date) and signed on their behalf by



Roy Taylor (Chair)

The notes on pages 28 to 34 form part of these Accounts

Hangleton and Knoll Project
Notes to the Accounts
for the Year ended 31st March 2009

1. Accounting Policies

These Accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the charities' SORP (Statement of Recommended Practice: Accounting and Reporting by Charities - Rev. 2005).

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

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.

There is one Designated Fund - Note 7 refers.

Balances relating to all funds are shown in the Financial Summary on page 34.

		Note	2009	2008
2. Debtors & Prepayments				
Debtors	£		29,273	880
Prepayments			2,305	1,184
	£		31,578	2,064
3. Current Liabilities			2009	2008
Amounts falling due within one year:				
Balances held for Community Groups	12		9,000	11,756
Accruals			1,396	1,458
Other Creditors			493	12,085
		£	10,889	25,299
4. Analysis of Net Assets Between Funds			2009	2008
Unrestricted Funds		£	25,201	29,725
Restricted Funds				
General funds			177,999	178,843
Big Lottery			6,085	8,788
			209,285	217,356
Designated Fund	7		149,440	85,440
Total Funds		£	358,725	302,796

**Hangleton and Knoll Project
Notes to the Accounts (continued)
for the Year ended 31st March 2009**

5. Fixed Assets		Furniture & Fittings	Computers	General Equipment	Total
<u>Cost</u>		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
At 1st April 2008		3,247	48,887	8,069	60,203
Additions in year		-	-	-	-
Disposals in year		-	-	-	-
At 31st March 2009	£	3,247	48,887	8,069	60,203
<u>Depreciation</u>					
At 1st April 2008		2,885	37,591	7,466	47,942
Charge for year		74	2,260	122	2,456
Depreciation on Disposals		-	-	-	-
At 31st March 2009	£	2,959	39,851	7,588	50,398
Net Book Value 31.3.09	£	288	9,036	481	9,805
Net Book Value 31.3.08	£	362	11,296	603	12,261

Depreciation has been provided on the following basis:

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

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

6. Stocks

Stocks of stationery and postage stamps held at 31st March 2009 to be used in the year to 31st March 2010, amounting to £1236 and £323 respectively (2007/8 £1145 and £330), are valued at cost.

**Hangleton and Knoll Project
Notes to the Accounts (continued)
for the Year ended 31st March 2009**

7. Designated Fund	2009	2008
	£	£
The Designated Fund was introduced to cover possible future shortfalls in funding, relating specifically to staff.		
Balance as at 1st April 2008	85,440	85,440
Transferred to fund in year	51,000	-
Transferred from General Fund	13,000	-
Less: Charge to Fund in year	-	-
Balance as at 31st March 2009	£ 149,440	85,440
8. Staff Costs & Expenses	2009	2008
	£	£
Salaries	180,680	144,677
Employer's National Insurance	15,725	12,983
Pension Costs	3,422	2,748
Sessional Staff	23,084	19,654
Other Staff Costs & Expenses	120,289	113,225
	£ 343,200	293,287

Average number of employees (Full time equivalent) 7.5

No employee earned £60,000 or more.

The Charity operates a stakeholder pension scheme available to all employees. The employer contribution (available to employees who have completed their trial period) for 2008/9 was 4%.



Transactions with Trustees and Connected Persons

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

No expenses were reimbursed to the Trustees during the period.

Hangleton and Knoll Project
Notes to the Accounts (continued)
for the Year ended 31st March 2009

10. Grants Received

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

	Note	Unrestricted Funds	Restricted Funds
		£	£
Brighton & Hove City Council		-	146,094
Grants from Trusts		-	66,945
BBC Children in Need		-	16,463
Lloyds TSB Foundation		-	19,992
Hove Park School		-	25,224
Total		-	274,718
Big Lottery Community Fund		-	49,883
Grand Total	£	-	324,601

11. Income received in advance

In addition, the following amounts were received in 2008/9 and carried forward to next year and are included in Other Creditors:

Hangleton Community Association	-	54
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12. Movement of funds held for Community Groups

	Opening Balance	Income in Year	Expenditure in Year	Closing Balance
	£	£	£	£
Hangleton Wildlife Group	70	-	-	70
Youth Training	300	-	-	300
Homework Club	735	-	-	735
Healthy Projects Scheme	494	-	-	494
Knoll Scroll	13	-	-	13
Friday Night Youth Cafe	134	-	-	134
H&K Running Sisters	180	-	83	97
LAA 50+ Steering Group	9,500	114	3,304	6,310
Health & Mind	170	-	-	170
HaKIT Drop In Centre	160	-	-	160
H&K Yoga	-	198	180	18
Knoll Football Club	-	380	228	152
Inclusive Communities CM	-	180	-	180
Crafty Adults	-	167	-	167
£	11,756	1,039	3,795	9,000

Hangleton and Knoll Project
Notes to the Accounts (continued)
for the Year ended 31st March 2009

13. Core Costs

Core costs have been funded for the year 2008/9 by management fees for the Individual projects worked on, together with funds brought forward from the previous year in the Management & Administration department.

14. Activities for Generating Funds

Income generated from the provision of payroll and administration services to community groups and from contributions from participants in IT training courses.

15. Costs of Generating Voluntary Income

£ Nil

16. Fundraising Trading

Staff costs and expenses £ 8,763

17. Investment Management costs

Bank charges £ Nil

18. Charitable Activities

Staff costs and expenses directly related to achieving the objectives of the charity £ 306,663

19. Governance

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Staff costs and expenses	-	8,650	8,650
Audit fee	-	1,293	1,293
Professional fees	-	-	-
	£ -	9,943	9,943

Hangleton and Knoll Project
Notes to the Accounts (continued)
for the Year ended 31st March 2009

20 Other Resources Expended

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

Management	£	8,895
Finance		10,782
Information Technology		297
Human Resources		10,760

30,734

Fundraising trading expenditure included above	5,050
Investment Management costs included above	-

Total Other Resources Expended	£	25,684
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**Hangleton and Knoll Project
Financial Summary
for the Year end 31st March 2009**

	Opening Balance £	Income for year £	Costs of Vol Income £	Fundraising Trading £	Investment Mgmt costs £	Charitable Activities £	Gov'nance £	Other £	Transfer Funds £	Surplus / Deficit Yr £	Closing Balance £
Restricted Funds											
Community Work	19,884	52,800		115		32,440			17,000	3,245	22,929
Youth Work	31,598	60,845		115		57,512			24,000	-20,782	10,814
Neighbourhood Review	-	400							-	400	400
HaKIT	66,579	81,174		3,442		75,127			10,000	-7,395	59,184
SRB Administration	114					25			-	-25	89
Opportunity Centre	1,148					230			-	-230	918
Park Life	1,571										1,571
Management & Admin	22,521	56,465		5,050			9,943	25,883		15,789	38,310
ESF/LSC Community Grant		11,841				150		-		11,691	11,691
Inclusive Communities		17,352				17,352		-		-	-
Detached Youth Projects	11,928	29,254		41		31,522				-2,309	9,819
PCT Health Promotion	805	3,675				2,963				712	1,517
H&K Parks	10,886					3,294				-3,294	7,592
Football Development	5,000										5,000
Work with Parents	729										729
Young People's Fund	6,788	49,883				52,587				-2,704	6,084
Local Area Agreement	6,284	34,816				33,461				1,355	7,639
	187,631	398,505		8,763		306,663	9,943	25,883	51,000	-3,547	184,084
Unrestricted Funds											
General Fund	29,725	8,476							13,000	-4,524	25,201
Designated Funds											
Designated Fund	85,440							-	-64,000	64,000	149,440
GRAND TOTAL	302,796	406,981		8,763		306,663	9,943	25,883		55,929	358,725



**With fondest memories of Dawn Ayles, Trustee
(05/09/35 – 24/06/08)**



We would like to thank everyone who has funded us over the year.
Without your support our work would not be possible.
Thank you.