



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 2017**

Contents of the Financial Statements for the Year Ended 31st March 2017

1. REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES/DIRECTORS, ADVISERS, STAFF & VOLUNTEERS.....	3
2. STRUCTURE, GOVERNANCE AND MANAGEMENT	5
3. OBJECTIVES AND ACTIVITIES.....	10
4. ACHIEVEMENTS AND PERFORMANCE.....	17
5. FINANCIAL REVIEW	31
6. PLANS FOR FUTURE PERIODS	34
7. FUNDS HELD AS CUSTODIAN TRUSTEE ON BEHALF OF OTHERS.....	35
8. STATEMENT OF TRUSTEES' RESPONSIBILITIES	36
9. APPENDIX 1 – MANAGEMENT STRUCTURE DIAGRAM.....	37
10. REPORT OF THE INDEPENDENT EXAMINER TO THE MEMBERS OF THE HANGLETON AND KNOLL PROJECT	38
11. STATEMENT OF FINANCIAL ACTIVITIES.....	39
12. BALANCE SHEET	40
13. NOTES TO THE FINANCIAL STATEMENTS	42
14. DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2017	51

Report of the Trustees for the Year to 31st March 2017

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

Name:	The Hangleton and Knoll Project
Registered Charity Number:	1139971
Registered Company Limited by Guarantee Number:	7260539
Registered & Principal Office:	The Hangleton & Knoll Project St. Helen's Parish Offices Hangleton Way Hove East Sussex BN3 8ER
Bankers:	The Bank of Scotland 33 Old Broad Street London
Trustees/Directors:	Mrs Patricia Weller (Chair) Mrs Raminder Kaur Gill (Vice Chair) Ms Sophie Murphy (Vice Chair) Lady Ann Tizzard (Treasurer) Mr Keith Mason Mr Timothy Read Mr Jack Stanford Mr Nicholas Stephen Goslett Miss Nichola Jane Quinn Mr Gareth Edward Walker Mrs Anna Muten (Coopted 23.3.17)
Company Secretary:	Lulu Russell
Non-voting Observers:	Cllr Dawn Barnett; Cllr Tony Janio
Chief Executive:	Joanna Martindale
Independent Examiner:	John Thacker FCA DChA Chartered Accountant Chariot House Limited Chartered Accountants 44 Grand Parade Brighton East Sussex BN2 9QA

**Staff employed during the year
Ended 31st March 2017:**

Management & Administration:
Joanna Martindale – Chief Executive Officer
Kathryn Farrell - Finance Coordinator
Lulu Russell - Project Administrator

Community Development:

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

Youth Work:

Helen Bartlett – Youth Worker
Michelle Old – Youth Work Coordinator
Nina Bhirangi-Bishop – Youth Worker
Polly Brooks – Youth Participation Worker

HaKIT:

David Purkiss – Freelance Trainer
Faiza Baghoth – Freelance Trainer
Mumtaz Ahmed - Freelance Trainer

Routes:

**Nicole Monney – Information Advice & Guidance
Coordinator**

Volunteers:

Aaron Checksfield- Youth Work- Young Leader
Alan Issler – Community Development
Alexander Monney – HaKIT & website
Andrew Breary - HaKIT
Angie Walker – Community Action & 50+
Carmel O'Dell – Community Development
Jack Stanford – Youth Manifesto/ Youth Trustee
Karen Bridger – HaKIT Lead Volunteer
Robbie Clayton- Youth Work-Young Leader
Chloe Hollingsworth- Youth Work-Young Leader
Nick Goslett – Community Development 50+
Sophie Murphy – Youth Manifesto/Youth Trustee.

Project Offices:

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

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2017. 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
- Allsorts
- Alzheimer's Society
- Amaze
- Benfield Valley Health Care Hub

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

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

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

The CEO attends the Community Works Representatives Council and Council Neighbourhood Inclusion Community and Equality Committee meetings as the locally elected CVS Communities Representative. The Charity regularly attends the Children & Young People's Network, Communities Network and Adult Learning Group meetings locally. The Charity is part of an eight organisation CVS consortium called the Brighton and Hove Youth Collective who work collaboratively to enhance opportunities for children and young people. We are also part of the City response to financial exclusion with a partnership led by the Citizens Advice Bureau called Moneyworks. We deliver the community based education offer which seeks to provide residents with the tools to manage their finances and increase their income alongside community based access to specialist case work advice and support.

Risk Management

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

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

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

The risks are considered under five broad headings:

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

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

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

Our full annual risk assessment is available on request.

3. OBJECTIVES AND ACTIVITIES

Objects of the Charity

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

Charity's Aims

Purpose

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

Mission

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

Vision

HKP seeks optimum ways of working with, and for the benefit of, the whole community. We do this to mitigate and/or eliminate the wide range of social and economic difficulties that many people, affected by high levels of social deprivation in our neighbourhood, experience. We seek to improve the quality of life of people in Hangleton and Knoll by working in partnership with all local residents, community groups and service providers, to access and develop opportunities, resources and services, and to facilitate positive changes that have been collectively identified by residents, many of whom have developed the confidence and capacity to lead that change.

Values

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

High level outcomes

- To increase a sense of trust and feeling of belonging in Hangleton and Knoll and reduce social isolation
- To improve the health and wellbeing of all residents and increase 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

HaKIT (the Project's learning delivery arm) has developed a 'UK Online' IT training suite in St. Richard's community centre. HaKIT directly provides informal and formal IT and other needs led training and facilities to increase the skills and confidence of local residents. This work is delivered by qualified tutors and supported by volunteer sessional trainers recruited from amongst HaKIT's former learners. Learning is provided free or at very low cost.

HaKIT activities typically include:

- Training for Community Groups
- Taster sessions
- Free weekly computer and Internet access drop-ins - both day and evening sessions
- 1:1 training with local residents
- Supporting local newsletter groups
- Helping groups use Funder Finder

- ESOL (English as a second language) courses
- Basic IT courses
- Accredited courses
- Help with C.V.'s
- Job applications
- On-line courses
- Twitter and facebook support
- Information and advice about other courses, training and community groups

Funding reductions and increasing community demand in this area – particularly those seeking employment support – have seen us adapt our delivery and we now have HaKIT drop-ins staffed by trained volunteers, complementing our tutor led work. We have also increased the work we do with other agencies to ensure that they deliver training in our local venues, which we promote via our networks and staff.

Routes

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

Specific activities include:

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

Public Benefit

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

The Charity's Objectives for 2016-17

- Take a decision on the Charity shop social enterprise following business and feasibility planning and continue to seek expert guidance on alternative funding models for HKP.
- Explore funding opportunities to expand Hakit into provision of one to one employment support to meet community demand for intensive help to get back to work.
- Build upon and continue to respond to consultancy requests for our support and expertise in Community Development and Youth work, spreading our recognised best practise and increasing income raised this way.
- Build upon our successful partnership with the Trust for Developing Communities and CommunityWorks to engage with Black and Minority ethnic residents and work in

partnership to capacity build the City BME community infrastructure to best meet the needs of BME residents

- Consolidate and build upon our successful partnerships to deliver Youth and older people's work and financial inclusion maximising our resources and increasing the services to meet our growing community need.
- Continue to develop a flexible, responsive shared engagement, infrastructure and community development vision for the City delivered in partnership by the local Community and Voluntary Sector, Clinical Commissioning Group and City Council all based in identified community need.
- Work to increase both the number of volunteers supporting HKP services and our capacity to support them well.
- Continue to develop our existing use of IT and Social Media as an efficient and cost effective means of providing information and support to residents and a method of increasing participation.

The Charity has a finalised five year Strategic Business Plan which was adopted in July 2012. This is reviewed annually as part of the PQASSO process by the Board and is designed to be an iterative document integrating future needs analysis and evaluation data as part of our ongoing planning cycle. In June 2015, midway through the planning cycle, we delivered a total refresh, revisiting needs and priorities with Staff, Trustees, stakeholders and community to reflect the fast changing climate.

Significant Activities

Activities for generating funds:

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

Investment Income:

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

Other Incoming resources for charitable activities:

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

Community Development

Brighton & Hove 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 Community Works.

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 Hangleton and Knoll Health Forum which acts as the patient participation group (PPG) for four local GP practices. We bring together Practice Managers with patients and community activists to look at community solutions to Health and Wellbeing issues, alongside feeding in and back, to improve local health services. 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 free taster sessions for older people.

The Charity received funding from BHCC 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; and funding from the **CAB and Scottish Warmth for Wellbeing** to manage a hardship grant programme as part of a Citywide advice, energy efficiency and financial support partnership.

Youth Work

BHCC continued to fund the Charity, as part of the Brighton & Hove Youth Collective, and through **Impact Initiatives** as the lead organisation, to deliver a range of universal, detached and project based youth work for young people aged 13-19 years, as well as young women's group activities. We build on this offer to provide targeted group work to our most vulnerable young people. These additional pots of money include the **CCG Mental Health and Well-being Innovations Fund** to deliver work that addresses self-harm particularly amongst young women; the **CCG Young People and CAMHS** focus to support young people to become Health Champions; the **Noel Bennet Trust** funds both our young men's project as well as our Young Leaders programme whereby young people receive training and support to gain volunteer experience with our youth work activities; **Community Safety Fund** enables us to work with young people to reduce incidences of anti-social behaviour; and **The Blessed Virgin Mary Trust** to support work with vulnerable young women.

HaKIT

The Charity received **Neighbourhood Learning in Deprived Communities** funding to support 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.

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

Routes

In November 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.

We were delighted to receive a considerable donation from not for profit clinician led 'Here' to support our work in increasing opportunities for social prescription and community links with local GP surgeries.

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 eventful year has passed, and once again, it is a pleasure to be a part of the Hangleton & Knoll Project. It is such an important part of the local community as well as a respected organisation across the City.

In the last year the Project has received an award from Juliet Smith, the High Sheriff, for contributions to the community. We also received funding from Sussex Community Foundation, American Express, Noel Bennett trust, Police and Crime Commissioner, Mental innovations, Brighton and Hove City Council, Clinical Commissioning group and The Blessed Virgin Mary. All of these pots were specifically allocated to keep all of the many groups going so thank you to all. Lastly, but certainly a very important part of the wider Community are the many volunteers who make so much possible. And also thank you to our 3 Councillors who are so supportive, Tony Janio, Dawn Barnett, Nick Lewry, 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 2016-17

Management and Administration

The Hangleton and Knoll Project (HKP) continues to punch far above its weight in the City and this brings many benefits for local people as opportunities, services and facilities are attracted into our area through partnerships, bringing their specialisms to the diverse communities that HKP is in contact with.

Our networks and partnerships continue to be a key feature of our work and in this period we were part of a successful stage 2 Building Better Opportunities bid led by partners CommunityWorks. This funding has supported the development of an Information Advice and Guidance (IAG) offer to local residents most in need of help and facing multiple barriers back into employment. This piece of work has been carefully planned enabling us to build a really solid offer, bottom up based in resident need gathered through targeted consultation. Support from other Community Learning Hubs in the City enabled us to learn from their best practice in this work. Although the work only started in November 16 the service is already established and helping people into training and volunteering and also into paid work. The IAG work is hugely complimented by the ongoing investment of Neighbourhood Learning in Deprived Communities (NLDC) money which funds very well used and established IT drop ins helping people with everything they need to do online.

During 2016 we were part of a City partnership 'Warmth for Wellbeing'. This was a really innovative piece of work that brought together advice agencies with energy experts and local community organisations. HKP's role was in distributing hardship grants to target groups that were experiencing fuel poverty. We worked closely with colleagues in our local food bank and were able to ensure that the money reached those who most needed it. But the genius was in drawing grant recipients into a supportive network that worked with them to improve their home's energy efficiency and to help them with debt and other money advice meaning that for many people this project will have a lasting legacy.

There was an element of the roller coaster to developments around youthwork in this period. Brighton and Hove Council went out to commission for a new 3 year contract in November 16 but this was unexpectedly and suddenly pulled before the deadline, leaving young people potentially without a youth service at all in the City. Spontaneously and widely young people started to campaign against this decision with HK young people at the heart of the protest. Marches were organised and questions were asked by young people at every Council committee between the decision and the budget. Young people spoke loudly, clearly and passionately about the positive impact of youthwork on their lives and to its eternal credit the Council listened and the commission was reinstated in the Spring budget.

The HK Health Forum continues to strengthen and develop as we at HKP deepen our relationship with local GP practices. We have developed a specific partnership with Benfield Health Care Hub whose parent organisation 'Here' has invested in us in this period as we both seek ways in which we can improve the lives and health of local people by working together. This commitment to co-production and recognition of the benefits of the community offer is a fantastic platform on which we have been able to develop some exciting work. For example, a Community Transport pilot that has mitigated some of the issues around access following the recent closure of another GP practice. Paid consultancy has been a very useful income stream for HKP as we share our long experience and promote successful Community Development throughout the City.

We were delighted to be successful in securing new three year contracts for Community Development, Moneyworks, Black and Minority ethnic engagement and Community Learning. All

these contracts will be delivered in partnership with a raft of other specialist organisations. The Community Learning partnership formalises a raft of informal joint working and is a new piece of work enabling the three Community Learning Hubs of HKP, Whitehawk Inn and the Bridge to work together to ensure professional development for community careers advisors and ongoing capacity to work together for the benefit of learners across the City. It is wonderful that the City is recognising the contribution and impact of adult education to the most deprived areas of the City and the role that life long learning and involvement in community can play in supporting people to take control of their lives and move towards improvements in their circumstances.

We know we need to continue the work to diversify our income streams and are pleased with the progress we have made in attracting new contracts and sources of funding. Although our context remains challenging with increasing demand for all community based services as grants and contracts continue to demand more for less we have done well in attracting funding to mitigate the impact on our organisation and community.

We are extremely grateful to our supporters in Brighton and Hove City Council, the Clinical Commissioning Group and Public Health for their continuing commitment to our organisation and community and to all the wonderful trust funders listed here throughout this report. I was also very fortunate to receive mentoring from the knowledgeable and compassionate Chris Llewellyn from CriSeren Foundation who gave his time very generously to HKP and me.

During this year we were nominated for the Queens Award by the Deputy Lieutenant and were proud to be shortlisted for our work in promoting volunteering. This external recognition is much valued by both our amazing Board – all key community activists, dedicated staff and wonderful team of volunteers.

An organisation is nothing without its people and I am hugely proud of the team that makes up HKP.

Joanna Martindale
Chief Executive Officer

"Time certainly flies in the HKP Management and Admin office and here I am again writing about another busy year.

As well as all the general admin duties **PQASSO** or Practical Quality Assurance System for Small Organisations has kept me busy this year.

As a small charity it is essential that we are Quality Assurance compliant so each year we set a programme of work to make sure that we are consistently up to date in all we do. In 2016/17 we: Updated the following policies: Child protection & vulnerable adults to 'Safeguarding' which also included the new Prevent agenda; Health & Safety; Equal Opportunities; Environmental; Publicity. We created new policies to cover: Quality Assurance; Disclosure and Barring applications and a Capability Policy.

We make sure that information is circulated that means that information collected from residents is channelled so when we do a consultation information is passed from an individual to a team meeting from a team meeting to a coordinators meeting and from this meeting to a Board meeting and the same in reverse. PQASSO encompasses all aspects of the project, policies and

procedures; finances; services & delivery; staff welfare, development and training and quite importantly communication. This is just a snippet of what is done each year under the heading of PQASSO but hopefully it has given you a flavour of one of the things that goes on behind the scenes.

Publicity & Marketing: I continue to produce our E Newsletter; it currently reaches almost 600 people once or twice a month. It's a great source of local 'What's on' information, latest HaKIT courses and of course HKP news. We also continue to support local newsletters and have a page in the bi-monthly Scroll and Harbinger.

HNF

Once again we were lucky enough to receive Healthy Neighbourhood Funding for the local community groups. This funding gives grants of up to £500 for a health focused project, activity or event. This year we received 11 applications, 9 Community Groups across all age ranges benefited from this fund. The range of local community groups that are part of Hangleton and Knoll continue to grow and diversify.

W4W

This year we were able to take part in citywide one off funding 'Warmth 4 Wellbeing', this fund benefited those most in need in our community and we were able to make more than 60 grants to help people with their fuel bills.

Mine is a varied role and I wear many hats and I wouldn't have it any other way!"

Lulu Russell
Project Administrator

Community Development Work

"My highlight of the year is the Take Part event I supported in partnership with Brighton and Hove



Take Part Event in Knoll Park

City Council's Active for Life Team which took place at Knoll Park in June 2016. Increasing positive use of Knoll Park was identified as a priority by residents at the Annual General Meeting of the local action team group, Community Action following reports of anti-social behaviour in the park.

Take Part is a festival of events celebrating sport, dance and exercise and traditionally take place in the town centre which is not always accessible for people in our community. The council were keen to work in partnership with community organisations to bring

the events out into communities across the city to ensure as many people as possible had the opportunity to be involved in and enjoy the activities.

My roles were to co plan the event and support the involvement of local community groups. This resulted in the Knoll Lunch Club providing refreshments on the day and the Multi-Cultural Women's Group, Hedgehog Group and 50+ Steering Group all running information stalls to promote local health and wellbeing activities.

Despite setting up in the rain over 100 people attended the event and enjoyed all the activities on offer. For me this demonstrates the projects commitment and flexible approach to working in partnership to meet the needs of our community and to provide opportunities for our residents to participate in activities that are local and accessible to them".

Claire Johnson

Community Development Co-ordinator

"My hi-light of the year 2015-16 is my work with the 50+ Community garden and supporting links with the wider community.

There are a core group of 10 local residents, who attend every week, who are enthusiastic both about growing food for themselves and others. With my support, the 50+ Garden group have built strong links with other local food projects in the community such as Hangleton and West Foodbank . Members of the group regularly bring fresh produce to give to Food Bank clients such as lettuces, potatoes, spinach, chard and beetroot.

Through my outreach into the community I support the group to promote the garden with flyers and posters to local 50+ groups, community buildings and GP surgeries, and via local community newsletters, social media and email networks.



The 50+ Community Garden with the Mayor Pete West, on one of his many visits

As a result we have attracted new members and now have a diverse group of local 50+ people including those from the LGBT and BME communities, and those with long term mental and physical health conditions.

I have facilitated the group to build a positive relationship with the staff at Wayfields resource centre where it is located, a care home and day centre for those with dementia and chronic mental health problems. The Group have helped to tidy their Dementia Friendly garden and invited day centre members to attend the 50+ Tea Dance with carers, which they really enjoyed.

The group provides a much-valued space for members to talk about their lives, make friendships and support each other. I facilitate these conversations and discussions and signpost group members onto support or advice services where needed. For example, referring to the Food Bank and Warmth for Wellbeing Hardship Grants , exploring local volunteering opportunities , attending

community meetings such as the Health Forum, accessing training or linking into special interest groups such as the Older LGBT project.

Clare Hopkins

Community Development Worker for Older People

Number of community groups supported throughout the year	23
Number of new community groups supported to start up during the year	6
Number of people managing and attending local community groups	1,030
Number of new people recruited to/involved with local community groups during the year	216
Number of people from Black and Minority Ethnic communities supported to be involved in local community groups	146
Number of local BME groups worked with in the community	3
Amount in £'s that funding bids and other activities have brought into the local community	£29,772
Numbers of community/public involved in or attended 'open' community events	1,156
Number of 'open' community events supported	16

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 Hakiit feeding in learning need and acting as outreach ensuring the most vulnerable and excluded residents get the benefit of courses and the support they need to access them.

Older People's Community Development Work

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

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

Numbers of people managing and attending local older peoples community groups	1,875
Numbers of new people recruited to/involved with groups	297 people new to groups 151 volunteers supported 13 New volunteers recruited
Numbers of older people from BME communities	9
Numbers of older people from LGBT communities	40
Numbers of community groups worked with	31
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	£14,736
Numbers of 50+ Trips	10
Number of attendees on 50+ trips	184
Numbers of older people involved in or attended 'open' community events	371

Youth Work Department

"One of my highlights of the year was supporting three young women to speak out about the proposed youth cuts to Brighton's Youth Services. These young women felt so passionate about the positive impact of youth work in their lives that they approached the Hangleton and Knoll Youth Team and asked how they could help to stop the cuts. Youth Workers explored various options with them and the group decided they would like to speak up at the Council's Health and Wellbeing board to help councillors 'understand how much youth work helps young people'. These young women met with a youth worker and prepared questions they felt would had the most impact. They also rehearsed saying their question aloud as for most of them speaking in public was a terrifying thought for them. However, despite their anxiety about the situation, youth workers met them from School and supported them to attend the meeting where all three asked their questions. Some of these questions were:

"I have been to youth workers, CAMHS and RU OK. I prefer talking to youth workers because you can be yourself, they don't judge you and they don't make assumptions. I don't like talking to strangers and I feel comfortable with youth workers. Why are the council cutting the services that young people want to go to?"

"How do you think that mental health services like CAMHS are going to deal with all the extra referrals that they are going to have when youth services are cut?"



"If a young person is feeling suicidal or like self-harming, they still might have to wait weeks for a referral. Don't you think it is important for young people to have someone that they can talk to straight away?"

These young women really pushed themselves out of their comfort zone and answered various questions Councilors had with sincerity and clarity. When reflecting on the experience young women said that;

'I have learnt that speaking out does work...and I want to do it more' YW 15

'instead of watching stuff on the tv at home about how things are going bad, I want to now get involved in changing some stuff' YW 16

These young women now want to become more involved in having more of an active voice around services that affect theirs and their peer's lives. We will be here to support them".

Michelle Old
Youth Work Co-ordinator

My highlight of the last year was undoubtedly the #ProtectYouthServices campaign that ran from the end of November to the final council budget meeting in February. Despite the awful overall context of this (80% proposed budget cuts to Youth Services as a whole, and total cuts to the Youth Collective, including the Hangleton & Knoll Project), it was amazing to see young people from



Protect youth services demonstration

across the city come together with youth workers to fight for the services that they believed in, and to get fully engaged with our local political system.

Over the course of the campaign they: produced a petition that gathered over 2000 signatures and was debated at full council; demonstrated outside and attended every council meeting to ask searching questions about their services and what they were to do if they were closed; ran a pop-up youth club to garner support; organised a protest march attended by over 300 people; made banners, badges and t-shirts; wrote and performed slogans, speeches, video raps

and music; promoted their messages regionally on TV, radio and print media; collected over 1,000 responses to the formal consultation about the cuts; and wrote emails and letters to local

councillors. They showed incessant energy, enthusiasm, commitment and creativity over the duration of what one councillor described as the best local campaign he had ever seen. The last council meeting saw a crowded gallery of young people and adults waiting to hear the outcome of their involvement, which resulted in proposed cuts being overturned from 80% to 15%.

Our young people described how they had gained confidence, learnt to speak out, made links with other young people, adults and groups, and realised that they could make a difference. An amazing achievement and such a privilege to be involved in.

Helen Bartlett
Youth Participation Worker

"My highlight of 2016, was working on the Anti - bullying leaflet with the ABC group (Anti - Bullying Club). We worked in partnership with Sam Beal from B&H city council and met and worked with young people from Hove Park School, to create an anti-bullying support leaflet for young people across Brighton and Hove.

It was great working with the young people from our project, and seeing how this meaningful piece of work had an impact on them. It was also great to develop links with the school, and the Health and Wellbeing team, so the project was positive on many levels.

To have something tangible at the end of the project, that came directly from young people, was an empowering process for the group. They were so pleased with the leaflet, and it was great for them to get such positive feedback when they were handed out at the Hangleton & Knoll project AGM.

Nina B Bishop
Youth Worker

"This year I alongside a school nurse, developed and delivered stress management and mindfulness workshops, to all year 9 students at Portslade Aldridge Community Academy (PACA). This was part of the PSE Drop-down day. The workshops looked at the physical systems and co-occurring of stress, and how to identify the signals early on. We did mindfulness techniques and signposting to mental health services, and finished off the session by making water bead stress balls.

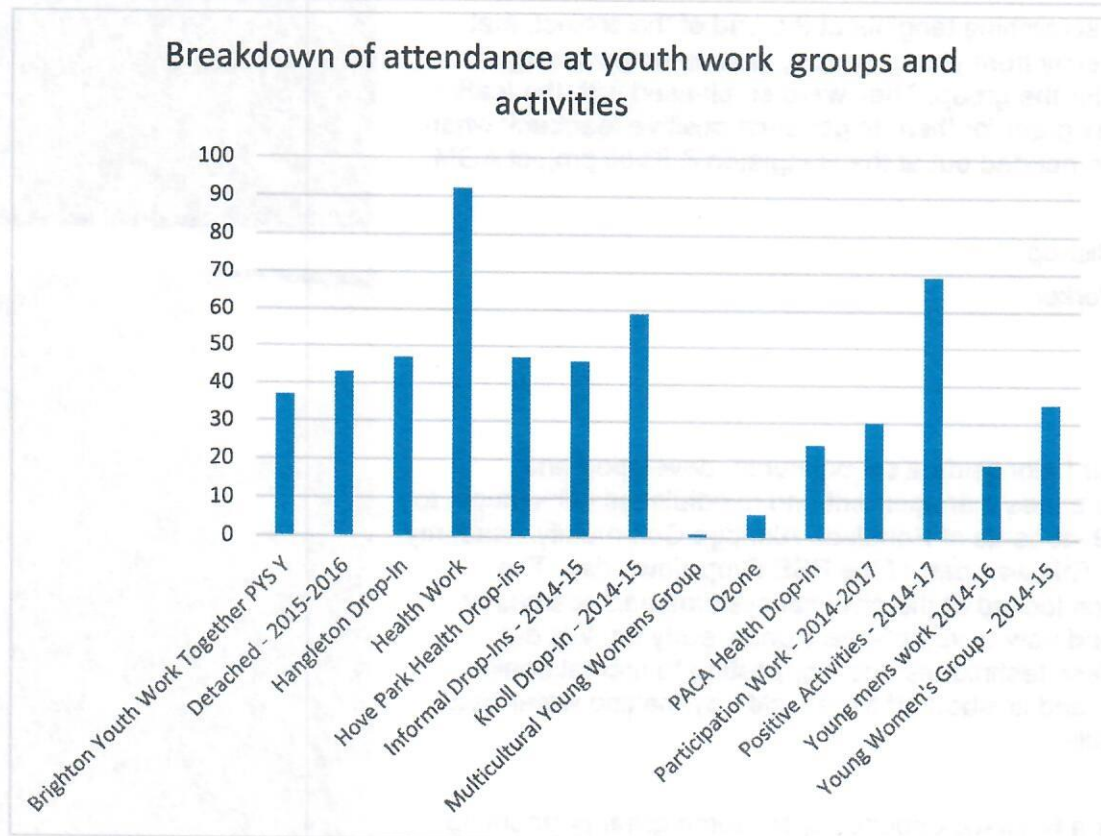
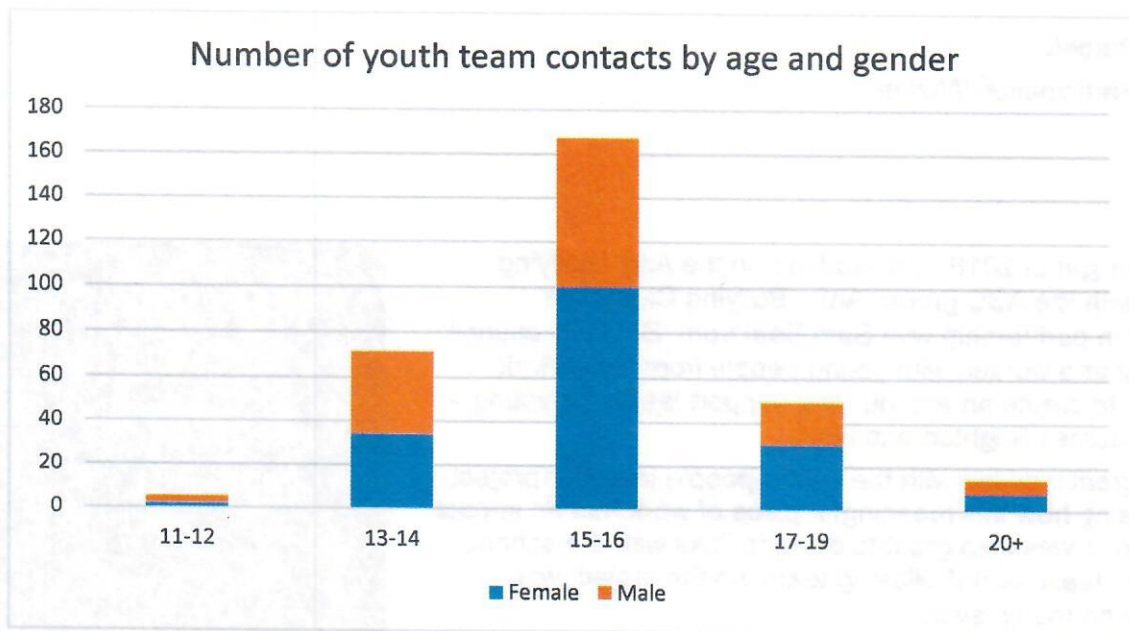
This was a fantastic opportunity for some great partnership work, the young people engaged brilliantly with the



workshops, we had feedback that they felt much calmer after taking part in our activities. One young person said "This is the best lesson of the day".

Polly Brooks

Youth Participation Worker



HaKIT - Hangleton & Knoll Community Learning

- Four free Computer Drop-in sessions every week
- Money Works sessions/Warmth for wellbeing grants
- Return of ESOL conversational classes
- Training courses and outreach including Excel; Social Media; First Aid; Food Hygiene; Development Days for groups; GP surgery Open Day – all during the last year!



Launch of the new St Richards IT suite, with grateful thanks to the National Lottery, ensuring all our learners have up to date equipment and software.

It's been a successful year for HaKIT as we continue to get people online for the first time and develop their IT skills in our free tutor led drop-ins, financial education has been embedded in these sessions as we encourage people to develop their ability to plan and manage their finances online. This has resulted in great savings being made on utility bills as well as people accessing services and information online as part of this 'Moneyworks' programme. The link between digital and financial inclusion is very strong, particularly for older people. Alongside this IT offer we have delivered courses that support volunteers in the community with courses such as First Aid and Food Hygiene. HaKIT is able to flexibly respond to need identified by community development and in this way is a very cost effective and targeted service reaching those who would be highly unlikely to access a more mainstream or central service. This year we are pleased we have been able to support the development of individuals from the Multi-Cultural Women's group committee with a strategic development session. Key to our work is the notion of progression and each person who comes to HaKIT is supported to move on in the way they choose, to more training, employment, accredited learning or volunteering

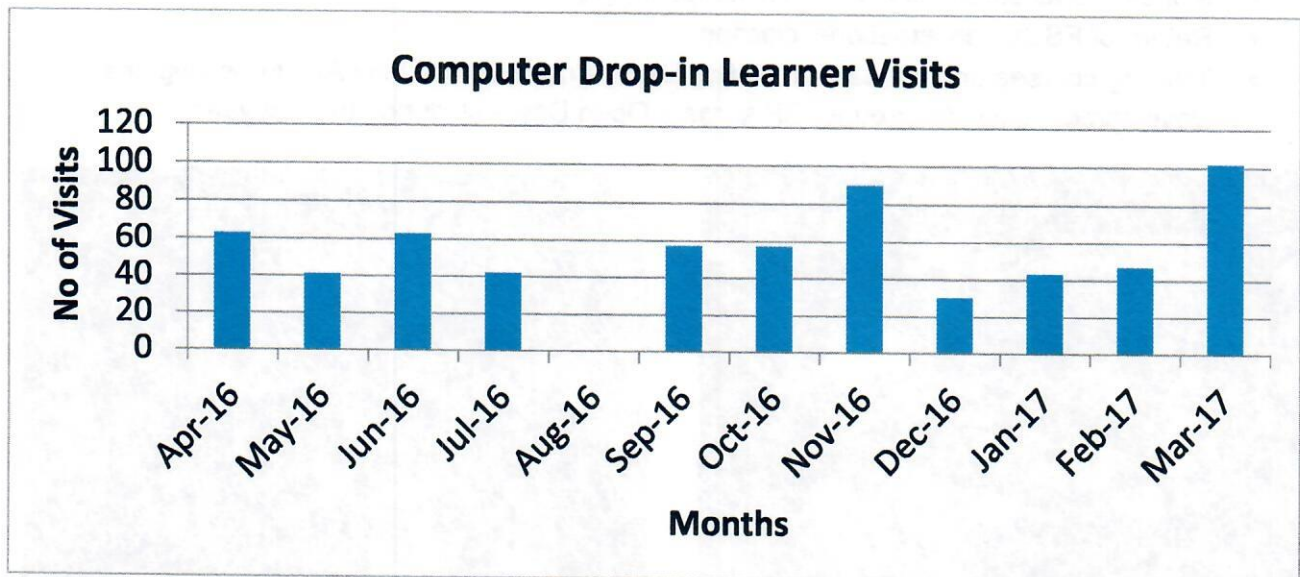
In total HaKIT drop-ins supported 635 learner visits and 114 learners during this period. HaKIT targets those most digitally excluded in our community, with no broadband contract, IT equipment or with no or low IT skills. In addition, 38% of our learners have a disability or health condition, 11% are carers and 19% come from a Black or Minority Ethnic background. 12% of drop in users are over 75 showing there are no age limits at all on technology.

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

We are extremely grateful for the commitment and support of our Tutors David, Kaye, Lindsay & Mumtaz and volunteers Karen, Anna and Andrew. Also St Richards for hosting our IT training and looking after us as they do. Thank you all very much, you make HaKIT happen.

HaKIT Free Computer Drop-in's

114 individual learners over 635 visits

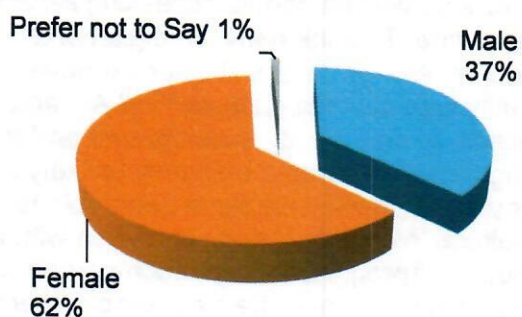


HaKIT Courses

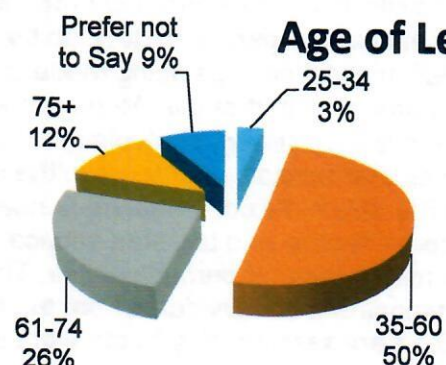
We put on 5 short courses and workshop/taster sessions; 42 learners attended our courses

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

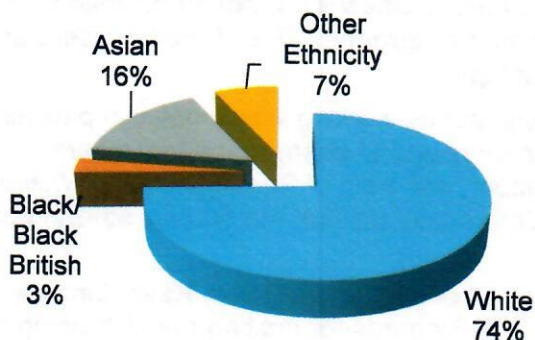
Gender of Learners



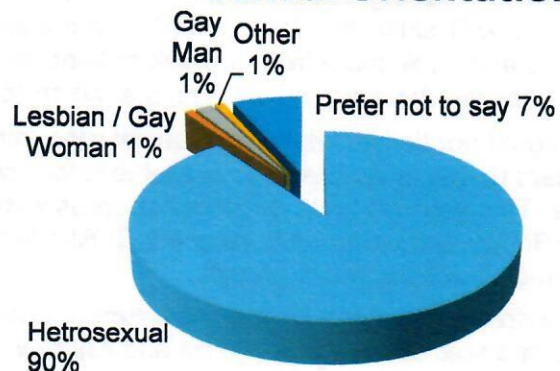
Age of Learners



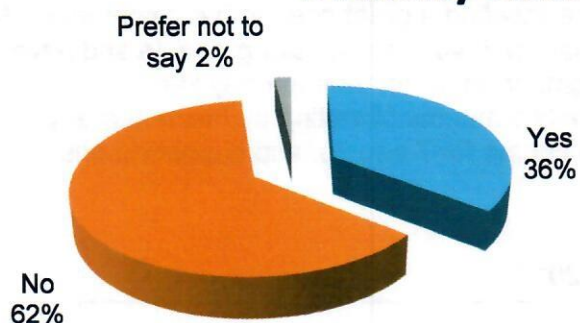
Ethnicity of Learners



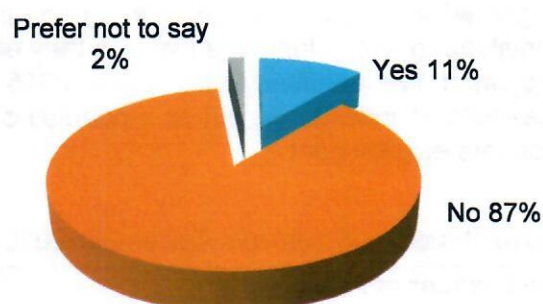
Sexual Orientation



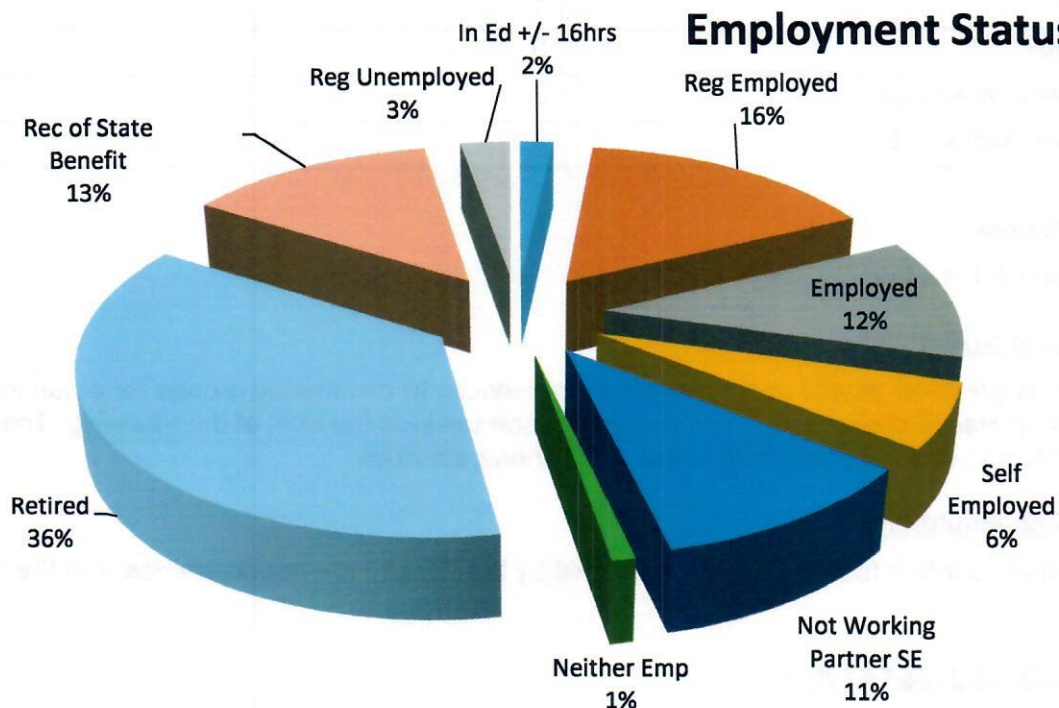
Disability Status



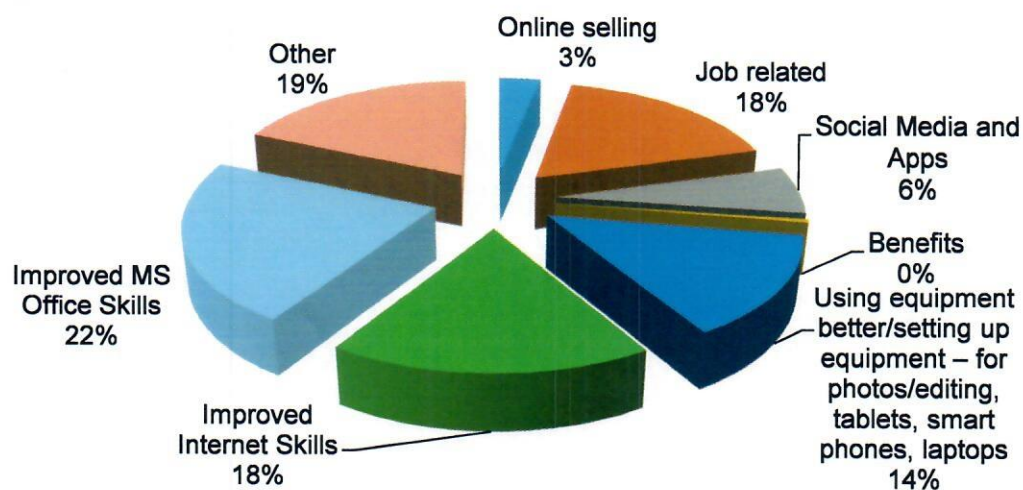
Carer Status



Employment Status



Progressions of Learners



Routes

“This has been an exciting and challenging year setting up the new Routes project in Hangleton and Knoll. Demand for this personalised IAG (information advice and guidance) service has been increasing at an astounding rate, confirming that we are meeting a great need in the community. My highlight, without doubt, has been the opportunity to meet with so many amazing people and have the privilege to work alongside them as they either begin, or return to, their journey into employment. We launched in November 2016 and in only 5 months of setting up I have already worked with 11 individuals, put on a paediatric first aid course for 7 people, and supported one person into employment.

Participant caseload between December 2016-March 2017:

Total Number of Participants	11
Male	3
Female	8
Aged 50+	5
Living with disabilities	3
Black and Minority Ethnic	3

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 2016/17 but we were very pleased to welcome Nicole Monney into the role of routes IAG coordinator.

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 funding periods.

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. Planned recommissioning of both older peoples and psychosocial health work was deferred with a confirmed roll over until March 19 for older people's services and possible rollover til March 19 for psychosocial which will be confirmed (or not) in November 2017.

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. 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.

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 Board and Finance Officer are attending training and

networking with other charities who have been able to use assets as income or invest ethically and without undue risk.

Trustees therefore went into budget setting for 17/18 without the clear picture we had hoped for but with finances looking better than expected. In the light of this they decided to have another holding year with the planned use of restricted departmental carry forwards in youth work as this area remains the most vulnerable and under-funded.

We continue to explore options for social enterprise or investment that might provide us with stable income streams. What we have learned in 16/17 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,
- Our statutory contracts in Youth is recommissioning for contract start October 2017
- Our statutory contract for older people's services and psychosocial health intervention is recommissioning in March 19 (tbc in case of psychosocial)
- The desire to have a seamless services post Building Better Opportunities funding and to further develop our employment offer
- The worsening public sector and funding climate with every contract containing break clauses and warnings around annual budget setting
- The need to diversify income and find suitable investment

In doing this, the following considerations have been taken into account in budget setting for 2017/18:

Restricted Funds (£278,991) come from funders who have requested their funding be ring-fenced for a specific activity. These funds are our departmental carry forwards to fund future work. In 17/18 we will re tender for youthwork. This is around 25% of our income Our restricted funds give our staff security as we undertake this process. In 18/19 we will recommission Older peoples and Psychosocial work, a value of c45k per annum.

We have set deficit budgets for 17/18 and we envisage c 20k being used from across restricted reserves during this period

Designated Funds – The Trustees have designated two Funds. The Redundancy Fund of £175,000 to cover potential costs associated with redundancies amongst our longstanding, highly skilled team. This has reduced in 16/17 to £168,504 due to a long term staff member leaving due to ill health in this period.

Updated calculations show that this figure is higher than now required to cover sick, maternity and redundancy payments so we propose a reduction in this fund to £150,000.

The Staff Contingency fund of £118,440, it is proposed that this fund will be reviewed when the outcomes of grant and contract negotiations are clearer, then we will be able to fully reassess what

our overall needs are and whether we have the capacity to invest in income diversification. We have postponed this review until after Youth 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 £72,079.

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 discussed reducing this amount to around 35k to act as a buffer in an unforeseen emergency situation.

Any funds in deficit

There are no funds in deficit.

Principal funding sources, and how expenditure has supported key objectives

The year was funded in large part by Brighton & Hove City Council through Impact Initiatives to fund our core youth work, through Brighton & Hove Community Works to fund our core community work, and directly to HKP to fund our 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 14-15 and further details of the activities undertaken by our staff can be found on pages 18-30.

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, IT and community training and youth work in Hangleton and Knoll within existing partnerships and to develop further initiatives where the need arises and subject to available funding.

Our 3 year business plan was fully refreshed with full consultation from community and all stakeholders in 14/15 and forms the blue print for our development in the forthcoming year highlighting the delivery priorities for each of our Departments.

Key priorities for the period 2017/18 include:

- Undertake a whole neighbourhood consultation and embed in a new 5 year strategic plan across all departments to deliver for our community.
- Explore opportunities for dedicated youth space to replace the 3 youth centres that have closed in the West of the City.
- Maximise community benefit from sec 106 planning agreements on 3 forthcoming major development sites.
- Extend relationships with our 3 partner GP surgeries who attend the Health Forum to encompass the whole area GP cluster. Actively explore ways in which local community offer can support health offer and enhance their ability to socially prescribe in HK
- Achieve Matrix accreditation for our new Information and Guidance (IAG) work
- Work to refine our IAG offer and develop an evidence base on impact over the life of the EU/Lottery funded programme
- Strategic alliances to meet the need for alternative education and housing support for young people in the West of the City nurtured and clear pathways developed by local young people, HKP will coordinate a Youth focused front liner group to help this process.
- Continue to respond to consultancy requests for our support and expertise in Community Development and Youth work, spreading our recognised best practise and increasing income raised this way.
- Build upon our successful partnership with the Trust for Developing Communities and CommunityWorks to engage with Black and Minority ethnic residents and work in partnership to capacity build the City BME community infrastructure to best meet the needs of BME residents
- Continue ongoing role in City budget setting through CEO elected role as Communities lead for City CVS.
- Continue to develop a flexible, responsive shared engagement, infrastructure and community development vision for the City delivered in partnership by the local Community and Voluntary Sector, Clinical Commissioning Group and City Council all based in identified community need.
- Work to increase both the number of volunteers supporting HKP services and our capacity to support them well. Concurrently develop updated shared systems to recruit volunteers for HK community groups and organisations.
- Continue to develop our existing use of IT and Social Media as an efficient and cost effective means of providing information and support to residents and a method of increasing participation.

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.

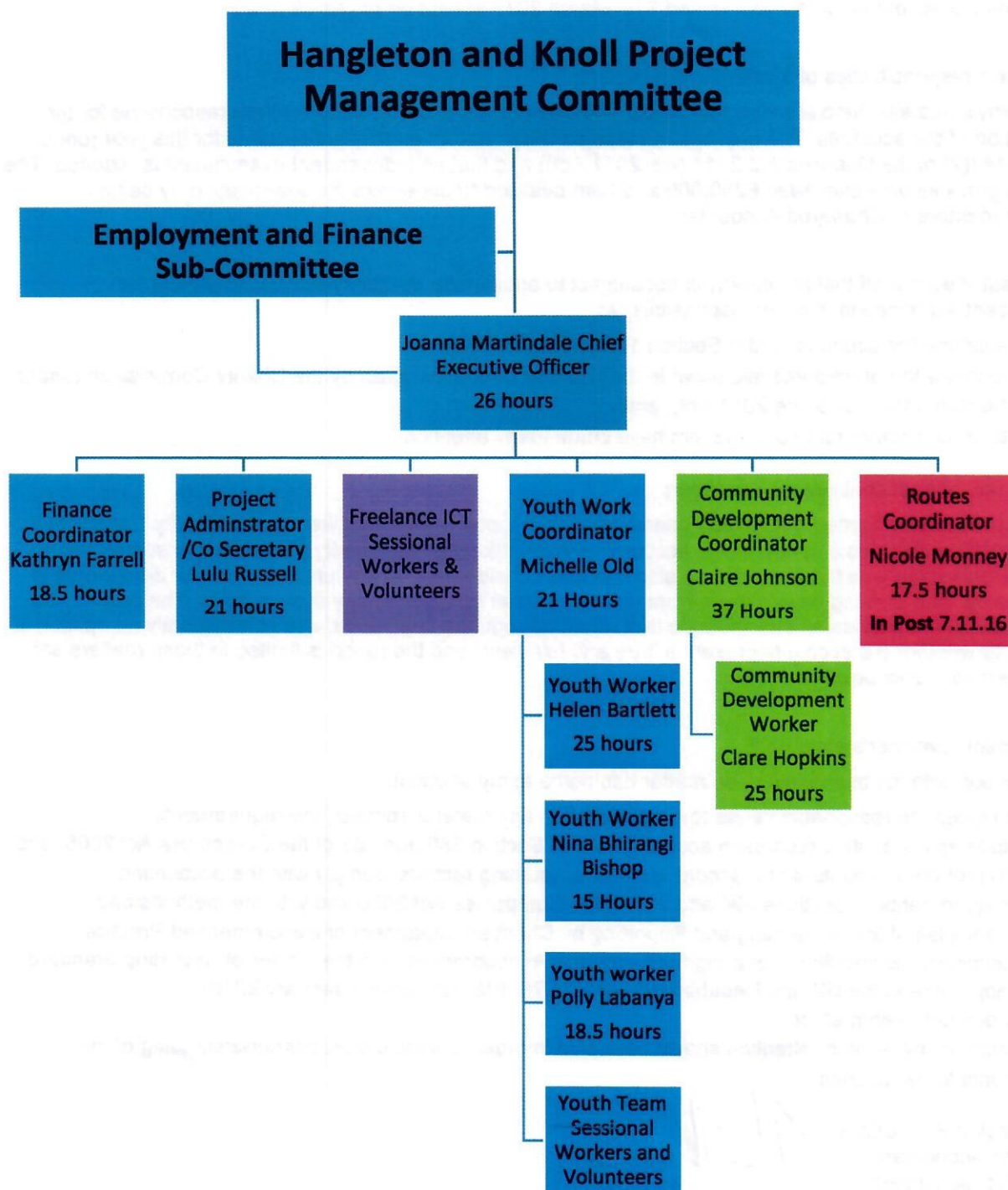
This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 6/11/17 and signed on its behalf by:



Mrs P A Weller - 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 2017 set out on pages 39 to 50

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

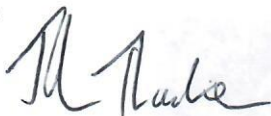
My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or 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: 7 Nov 2017

11. STATEMENT OF FINANCIAL ACTIVITIES

(Incorporating an Income and Expenditure Account)

For the year ended 31st March 2017

				2017	2016
		Unrestricted funds	Restricted funds	Total funds	Total funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	-	636	636	-
Charitable activities	4				
Project income		9,361	288,440	297,801	286,280
Investment income	3	<u>5,599</u>	<u>-</u>	<u>5,599</u>	<u>5,445</u>
Total		14,960	289,076	304,036	291,725
EXPENDITURE ON					
Charitable activities					
Project expenses		<u>27,684</u>	<u>252,438</u>	<u>280,122</u>	<u>274,859</u>
NET INCOME/(EXPENDITURE)		(12,724)	36,638	23,914	16,866
RECONCILIATION OF FUNDS					
Total funds brought forward		325,520	288,580	614,100	597,234
TOTAL FUNDS CARRIED FORWARD		<u>312,796</u>	<u>325,218</u>	<u>638,014</u>	<u>614,100</u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

12. BALANCE SHEET

(Registered Number: 7260539)

At 31st March 2017

		Unrestricted funds	Restricted funds	2017 Total funds	2016 Total funds
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	10	2,598	-	2,598	3,247
CURRENT ASSETS					
Stocks	11	955	-	955	1,599
Debtors	12	-	-	-	1,874
Cash at bank and in hand		322,626	325,218	647,844	614,770
		<u>323,581</u>	<u>325,218</u>	<u>648,799</u>	<u>618,243</u>
CREDITORS					
Amounts falling due within one year	13	(13,383)	-	(13,383)	(7,390)
		<u>310,198</u>	<u>325,218</u>	<u>635,416</u>	<u>610,853</u>
NET CURRENT ASSETS					
		<u>310,198</u>	<u>325,218</u>	<u>635,416</u>	<u>610,853</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>312,796</u>	<u>325,218</u>	<u>638,014</u>	<u>614,100</u>
NET ASSETS					
		<u>312,796</u>	<u>325,218</u>	<u>638,014</u>	<u>614,100</u>
FUNDS					
	14				
Unrestricted funds		312,796			371,747
Restricted funds		325,218			242,353
TOTAL FUNDS					
		<u>638,014</u>			<u>614,100</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2017.

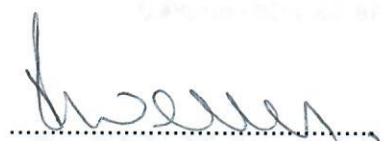
The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31st March 2017 in accordance with Section 476 of the Companies Act 2006.

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 6/11/17
and were signed on its behalf by:



Mrs P A Weller –Trustee

13. NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2017

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS102) '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 (FRS102) (effective 1 January 2015)', Financial Reporting Standard FRS102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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

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

Reconciliation with previous generally accepted accounting principles

In preparing the accounts the trustees have considered whether in applying the accounting policies required by FRS102 and the Charities SORP FRS102 the restatement of comparative items was required. No restatement of comparative items was required.

Income

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

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

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

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

Expenditure

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

Tangible fixed assets

Tangible fixed assets costing in excess of £1,000 are capitalised and included at cost including any incidental expenses of acquisition.

Depreciation has been provided on the following basis:

- Furniture & Fittings - 20% reducing balance basis.
- Computers - 20% reducing balance basis.
- General Equipment - 20% reducing balance basis.

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

Stocks

Stocks of stationery and postage stamps held at 31 March 2017 and to be used in the following year are valued at cost.

Taxation

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

Fund accounting

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

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

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

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate. In the year ended 31 March 2017 the employer contribution was 6% of gross salary.

2. DONATIONS AND LEGACIES

	2017	2016
	£	£
Donations	<u>636</u>	<u>-</u>

3. INVESTMENT INCOME

	2017	2016
	£	£
Deposit account interest	<u>5,599</u>	<u>5,445</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2017	2016
		£	£
Fee income	Project income	67,599	24,079
Misc income	Project income	3,000	26,290
Grants	Project income	<u>227,202</u>	<u>235,911</u>
		<u>297,801</u>	<u>286,280</u>

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

	2017	2016
	£	£
Health Authority Grants	14,340	9,157
Brighton & Hove City Council	55,641	64,085
Trust for Developing Communities	-	17,005
Grants from Trusts	10,096	6,300
Community Works	35,106	71,693
Impact Initiatives	60,676	62,093
University of Brighton	-	736
Sussex Police Authority	3,510	4,842
European Funding via Brighton & Hove Community Works	15,737	-
Brighton and Hove Citizens Advice Bureau	18,763	-
Brighton and Hove Learning Partnership	<u>13,333</u>	<u>-</u>
	<u>227,202</u>	<u>235,911</u>

5. NET INCOME/(EXPENDITURE)

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

	2017	2016
	£	£
Depreciation - owned assets	<u>649</u>	<u>812</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2017 nor for the year ended 31st March 2016.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2017 nor for the year ended 31st March 2016.

7. STAFF COSTS

Staff costs during the year were as follows:

	2017	2016
	£	£
Salaries	178,546	168,628
Employer's National Insurance	14,073	12,920
Pension Costs	10,392	7,678
Sessional Staff	8,976	13,706
	<u>211,987</u>	<u>202,932</u>

The average monthly number of employees was 12 (2016 12).

No employee earned £60,000 or more (2016 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 2016/17 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 was £78,627.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities			
Project income	84,832	201,448	286,280
Investment income	<u>5,445</u>	<u>-</u>	<u>5,445</u>
Total	90,277	201,448	291,725
EXPENDITURE ON			
Charitable activities			
Project expenses	<u>104,380</u>	<u>170,479</u>	<u>274,859</u>
Total	104,380	170,479	274,859
NET INCOME/(EXPENDITURE)	(14,103)	30,969	16,866
Transfers between funds	<u>2,396</u>	<u>(2,396)</u>	<u>-</u>
Net movement in funds	(11,707)	28,573	16,866
RECONCILIATION OF FUNDS			
Total funds brought forward	383,454	213,780	597,234
TOTAL FUNDS CARRIED FORWARD	<u>371,747</u>	<u>242,353</u>	<u>614,100</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 2016 and 31st March 2017	8,069	3,248	50,387	61,704
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
DEPRECIATION				
At 1st April 2016	7,972	3,190	47,295	58,457
Charge for year	19	12	618	649
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
At 31st March 2017	7,991	3,202	47,913	59,106
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
NET BOOK VALUE				
At 31st March 2017	78	46	2,474	2,598
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
At 31st March 2016	97	58	3,092	3,247
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

11. STOCKS

	2017 £	2016 £
Stocks	955	1,599
	<u> </u>	<u> </u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017 £	2016 £
Prepayments	-	1,874
	<u> </u>	<u> </u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017	2016
	£	£
Trade creditors	3,349	-
Social security and other taxes	4,151	-
Other creditors	1,283	2,086
Balances held for Community Groups	-	2,600
Accrued expenses	4,600	2,704
	<u>13,383</u>	<u>7,390</u>

14. MOVEMENT IN FUNDS

	At 1/4/16	Net movement in funds	Transfers between funds	At 31/3/17
	£	£	£	£
Unrestricted funds				
General fund	32,080	(6,228)	-	25,852
Designated Fund - Redundancy	175,000	(6,496)	-	168,504
Designated Fund - Staff Contingency	118,440	-	-	118,440
	<u>325,520</u>	<u>(12,724)</u>	<u>-</u>	<u>312,796</u>
Restricted funds				
HaKIT	39,169	(4,180)	21,639	56,628
Infrastructure Support	46,227	-	-	46,227
Youth Projects	41,617	13,190	(2,394)	52,413
Health Promotion	1,389	-	(1,389)	-
Youth Participation	1,213	(3,045)	4,353	2,521
Work with Older People	-	4,252	-	4,252
Amex	6,211	(5,638)	(573)	-
Building Better Opportunities	2,721	872	-	3,593
Warmth for Wellbeing	1,000	(1,700)	700	-
IT Awareness	21,639	-	(21,639)	-
NAP Health Promotion	550	-	(550)	-
Young Mens Work	1,386	-	(1,386)	-
Community Development	125,458	33,137	989	159,584
HNF	-	(250)	250	-
	<u>-</u>	<u>(250)</u>	<u>250</u>	<u>-</u>

	288,580	36,638	-	325,218
TOTAL FUNDS	614,100	23,914	-	638,014

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

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

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2017.

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.

14. DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2017

	2017 £	2016 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	636	-
Investment income		
Deposit account interest	5,599	5,445
Charitable activities		
Fee income	67,599	24,079
Misc income	3,000	26,290
Grants	227,202	235,911
	<u>297,801</u>	<u>286,280</u>
Total incoming resources	304,036	291,725
 EXPENDITURE		
Charitable activities		
Staff costs & expenses	280,122	274,859
Total resources expended	280,122	274,859
	<u> </u>	<u> </u>
Net income	<u>23,914</u>	<u>16,866</u>

