

The Hangleton & Knoll Project

Annual Report 2020-21



The Hangleton & Knoll Project

Working for a better community





The Hangleton & Knoll Project




Annual Report 2020-21

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A decorative graphic at the top of the page featuring a circle of hands in various shades of brown, tan, and grey, arranged in a ring. The hands are stylized and point towards the center.

The Hangleton & Knoll Project Annual Report 2020-21

A. Annual Highlights

The Hangleton & Knoll Project Annual Report 2020-21

A year of Resilience During a Pandemic

What an extraordinary year this has been! A year where we really showed what communities can do when they come together and a year where we at HKP have never worked harder to ensure that everyone was alright.

During this time, many factors contributed to our resilience but nothing could have been achieved without our staff and volunteers who have been tireless in their commitment and kept their sense of humour during times which brought huge personal as well as work challenges. Its testament to them all that we managed the workload and kept everybody working all through. We have refined our wellbeing policies to give tailored, immediate response which alongside our flexible working enabled everyone to feel well supported.

I am so proud of what we have achieved together, as a staff team, as a community, and with our statutory partners at the City Council and local Health system and our Community and Voluntary sector partners in the City. Looking forward, Covid has highlighted the Health Inequality that many living in poverty experience and there is renewed energy amongst all partners to work with us to help mitigate that ensuring their services going forward are shaped by the voices that are most affected and reach those living in the fringes of the City

Joanna Martindale
Chief Executive Officer



Our year was:

adaptable

supportive

beneficial

engaging

accessibility

humbling

helping

determination

team

flexibility

intense

empowered

proactive

humour

proactive

responsive

cohesion

togetherness

dependable

adapting

wellbeing

commitment

challenging

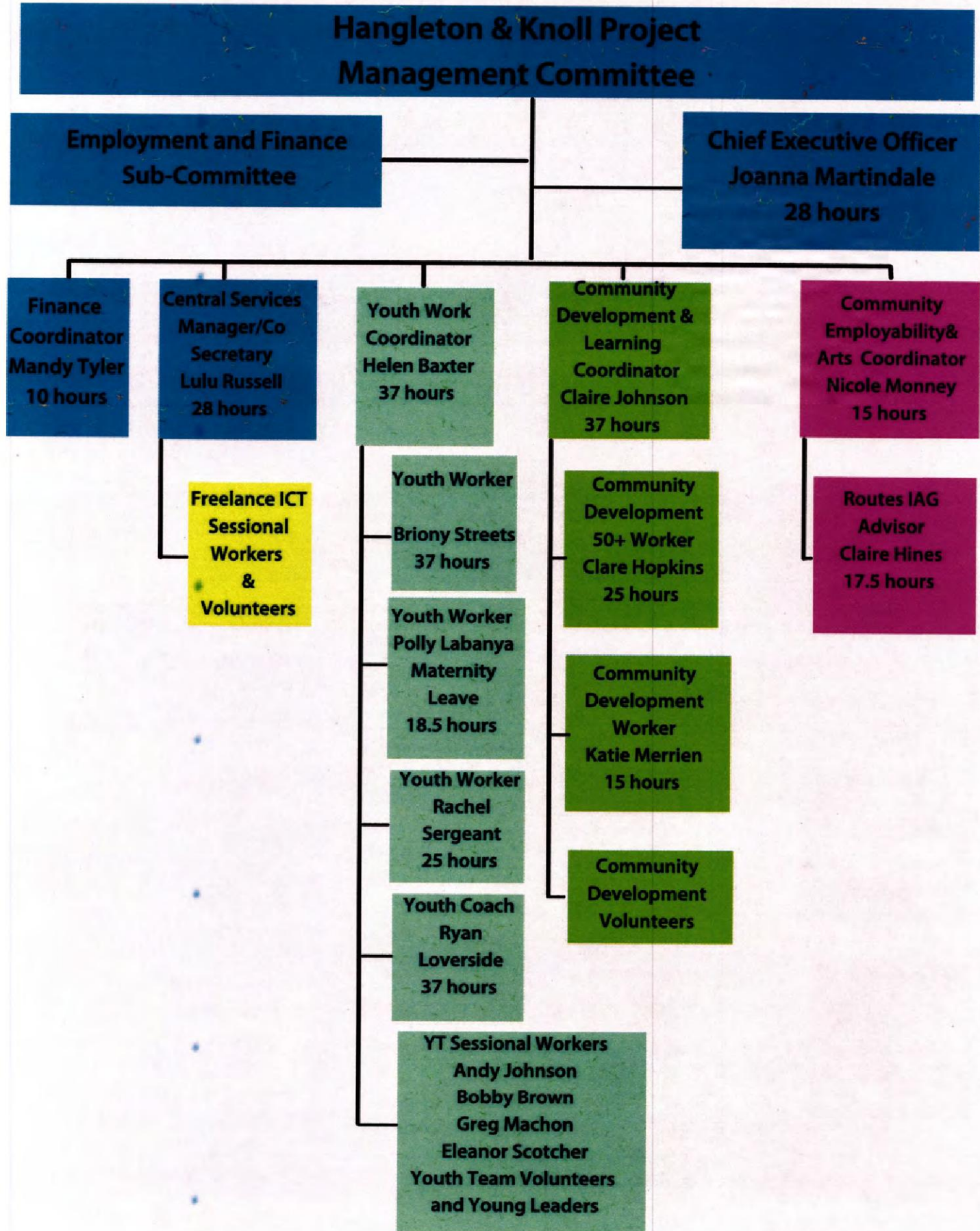
energetic

covid

strong

The Hangleton & Knoll Project Annual Report 2020-21

Our Organisation Structure:



The Hangleton & Knoll Project

Annual Report 2020-21

Our response to the Covid pandemic with our **AMAZING** Volunteers

Our amazing team of volunteers

(including 9 adults and 6 young people) supported the Food Hub at St Richard's.

We delivered food to local residents in need of support twice a week.



I've helped to put eggs into boxes and extra goodies into the bags. It was great to be working with my community to help others. Aaron, aged 21

Food hub work

We worked with 6 young people facing multiple disadvantages to volunteer at our food hub packing and delivering to hundreds of people in need during lockdown. They received 121 Youth Work support to feel safe, and were supported to get involved and make a difference to help others.



Young Leaders supported youth sessions, alongside volunteering at the food hub and litter picking in the local parks.



Thank you so much for the extra snacks and cereals you gave me for our autistic son, it really helped a lot when we could not get out to the shops to get the specific items he needs.

Having the weekly food parcel took the pressure off and supported me with nourishing food whilst I tried to sort out my benefits and get myself onto an even keel.

127 people fed and supported

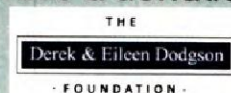
53 households

397 Parcels delivered and face-to-face interactions

17 HKP volunteers went food shopping to help 19 local households struggling with food access. They did

140 shops

We were able to use a donation from:



to buy trolleys for some Hub clients, to help with food access and independence once the Food Hub closed.

Thank you so much for supporting us whilst my partner was in hospital and we all recovered from Covid at home. It was a great help

The Worker and delivery volunteers were so friendly and helpful. It was the best support I got during those difficult few months

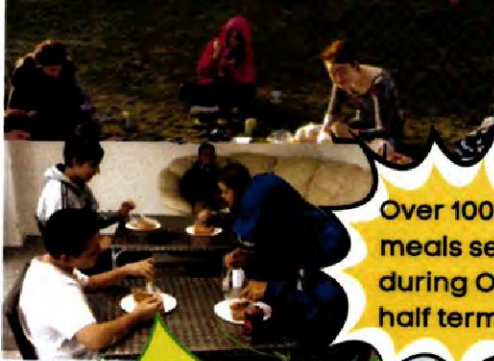
Thank you for my trolley, it will be really helpful for getting my food shopping



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Our Youth Work Team:

Young Women's Group



Over 100 hot meals served during October half term

REBOOT Youth Coaches continued to work online and face to face for at risk young people referred into the service through Sussex Police.

It's been really good that we've still had this place to come to while everything has been shut. (YM 17)

Brighton Streets, Detached Youth Work and 121 'Walk and Talks' (welfare checks)



Trip with New Members to Hindleap Warren

Cookery with B&H Food Partnership



Developed and delivered the SMASH Project Covid education to young people with recovery kit bags and a handy guide.

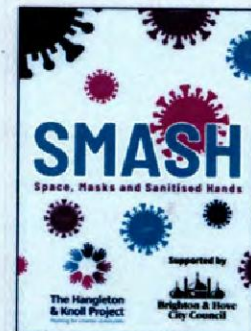
Regular BOXING sessions: a lifeline for young people supporting their physical, mental and health needs.



Supported and Worked with **245** Young People

Back to School Consultation

informing City Council's Public Health Messaging



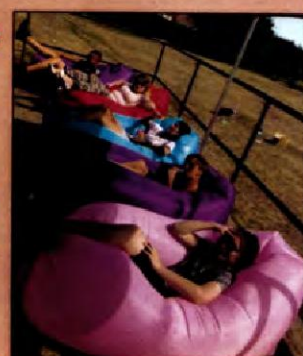
I really like coming here.. it's given me more confidence and I look forward to seeing my friends. (YM 12)

THE LOCKDOWN LOWDOWN
An E-Zine
Our Corona Diaries...
March/April 20

Worked with young people to create an e-zine. To help them and others cope with lockdown.

Summer Programme

Using creativity and innovation we ran a COVID safe summer programme focussing on the outdoors for fun, connection and mindful relaxation opportunities for young people hit by the stresses of the pandemic.



The Hangleton & Knoll Project Annual Report 2020-21

Our Community Development Team:

Worked with

25

community groups

Managed and attended by

884

residents

Raising

£36,447

for the benefit of the community

**THE
MACMILLAN
HORIZON
CENTRE**
Cancer support for Sussex



Brighton and Sussex
University Hospitals

**Delivered a Cancer Volunteering
Project**

8 volunteers attended the
training day at the
Macmillan Horizon Centre
The project focused on the
4 most common types of
cancer: Bowel, Breast,
Prostate, and Lung



I learned a lot more
about cancer. It made me
feel more engaged with
trying to help people go
to screenings – even if it's
only one thing. I want to
get people to go. It
energised me!

The group suggested how volunteers could help
NHS patients and staff, by:

**Running drop-in support sessions at GP
Surgeries.**

**Running support groups for people with cancer
(including teenagers and children)**

**Supporting NHS services, by listening to
people's feedback and sending the themes to
the right person.**

**Talking to people in chemotherapy if staff do not
have the time.**

427

phone calls made
by our volunteers through our
telephone befriending
service: supporting vulnerable
residents during Covid.

"She always tried to cheer me up,
and called me frequently -
she was there for me if I needed anything"

**WE TRIALLED
HANGLETON
AND KNOLL
50+ ACTIVITY
PACKS.
PARTICIPANTS
FEEDBACK:**

I enjoyed doing the
crosswords

It was really nice to get the
pack and know we are not
forgotten and people are
thinking about [and] care
about us

I have put the healthy plate on
the fridge to remind me about
healthy eating, portion sizes
etc

**AN EXAMPLE
PACK:**

I loved it and shared [the
snacks] with my daughter
and it made us chuckle

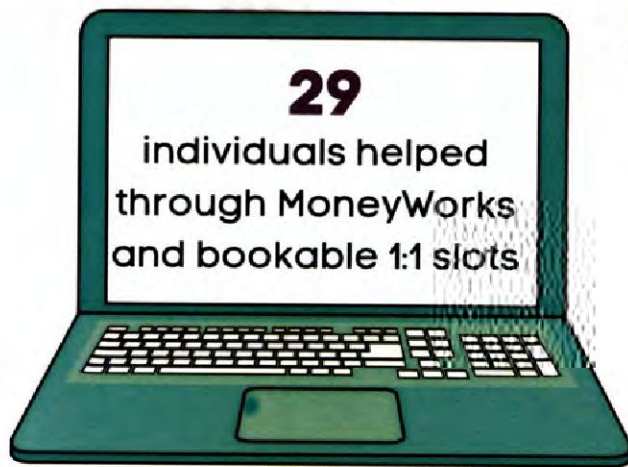
My face lit up when I
saw the pack at the
door

I've set up a timetable of
exercises to do as a
result of receiving the
Pack



The Hangleton & Knoll Project Annual Report 2020-21

Our Computer Drop In & Routes Teams:



We provided 1:1 support and case work to **28** individuals

We continued to provide 1-1 employability support and transitioned our services to telephone and online platforms.

Routes has helped me build my confidence and improve my networking skills

Feel like you have been a life saver. Felt isolated previously. It has been comforting to have someone.

thank you so much for all the help & support you have given me. You've had a really positive impact on my quest for employment which will carry me into the future

50% moved into employment and/or education

Routes has helped me clarify a career pathway



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Our Community Learning Team:

395 actions taken
to Ingram, Hangleton & Knoll estates

Outreach to
274
residents via
a doorknocking
consultation

5 ways to wellbeing course

I've found the wellbeing course to be really useful, especially with looking into how food relates to my wellbeing, the importance of sleep and how stress and anxiety can affect me and how to approach managing that

Introduction to online exercise

5 week course



Thanks to you all for your amazing work and for keeping us up to date with all that's going on – it means so much to know you care and what services are on offer – it's great to know help is there!

FREE telephone, email & video call support for all IT related issues

Help included:



- Zoom use for first time users
- Getting online safely
- Setting up an email address
- Setting up online food ordering

131

telephone advice calls made

72

individuals supported
remotely

Thanks for your help, great that it worked and I am now able to see my daughter by video chat



Over 150 people in Hangleton and Knoll were supported by HKP through The Coronavirus Community Support Fund, thanks to The National Lottery Community Fund.

Free, weekly women's
Bollywood dancing classes

Free, weekly
women's yoga
classes



Ingredients and
equipment for
weekly online
cookery classes



Very enjoyable
& lots of fun
and laughter

Thank you so much for your help in setting up the Zoom account and organising the link for the Bollywood class. [The class] went well – we had 7 ladies [join us]

Lovely group
fabulous
teacher, very
inclusive



HM Government




In partnership with

THE NATIONAL LOTTERY
COMMUNITY FUND



The Hangleton & Knoll Project Annual Report 2020-21

B. Report of the Trustees & Financial Statements



REGISTERED COMPANY NUMBER: 07260539 (England and Wales)
REGISTERED CHARITY NUMBER: 1139971

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
FOR
THE HANGLETON & KNOLL PROJECT
(A COMPANY LIMITED BY GUARANTEE)

F1 CRT Limited
Flat 24 Wellingtonia Court
Laine Close
Brighton
East Sussex
BN1 6TD

THE HANGLETON & KNOLL PROJECT

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THE HANGLETON & KNOLL PROJECT (REGISTERED NUMBER: 07260539)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

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 2021. 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 2019).

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

OBJECTIVES AND ACTIVITIES

Objectives and aims

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

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

OBJECTIVES AND ACTIVITIES

Significant 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

- 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

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

OBJECTIVES AND ACTIVITIES

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

Community Based Learning

HKP has developed a 'UK Online' IT training suite in St. Richard's community centre with free access community wifi. We provide informal and formal IT and other needs led training and facilities to increase the skills and confidence of local residents. This work is delivered by qualified tutors and supported by volunteer sessional trainers recruited from former learners. Learning is provided free

Community Learning activities typically include:

- Training for Community Groups eg committee skills, development days
- Taster sessions
- Free weekly IT drop-ins - both day and evening sessions and telephone and online
- 1:1 training with local residents
- Supporting communications eg social media training, how to design a leaflet, video conferencing
- Helping groups use Funder Finder
- ESOL (English as a second language) courses
- Basic IT courses
- Wellbeing, Cookery and self-improvement courses
- Exercise and fitness courses
- Accredited courses eg First Aid, Food Hygiene
- Help with C.V.'s
- Job applications and job search
- On-line courses
- Information and advice about other courses, training, volunteering and community groups

We are managing increasing community demand in this area - particularly those seeking employment support or needing help with IT not to be left behind in accessing services - have seen us adapt our delivery and we now have additional IT 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, for example projects with the local health system to increase access to primary care.

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

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in the planning of future activities.

Social investments

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

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

OBJECTIVES AND ACTIVITIES

Grantmaking

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

Volunteers

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.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The Charity's Objectives for 20-21

- Continue to respond to the needs amplified through the Covid pandemic ensuring that we remain flexible and responsive.
- Continue to undertake regular door knocks to ensure that everyone and particularly the most vulnerable are supported and linked into the services and activity that will support them.
- Re tendering Area Youth grants to maintain a youth led, community based inclusive local service and promote the voices of young people living on the City fringes into City decision making. Currently contract due to end March 2021.
- Partnership with the Police, YMCA and other partners to promote the benefits and impact of the Reboot Youth Coaching Programme and work towards a longer term funding solution together.
- Work to ensure that employment services funded under the EU are able to continue looking at different, sustainable solutions. We know that this support is a resident priority, that we are highly successful, and that this work will be ever more needed.
- Work with the Arts steering group on uses of the Downsman site - this site is due to finish October 2020 but will be delayed until 2021 due to Covid. We aim to create a community led arts space.
- Relaunch our community learning offer, with a free membership scheme working to ensure everyone has the opportunity to be online in our communities.
- Further develop local networking opportunities to increase delivery and collaboration to meet needs as expressed in the Neighbourhood Action Plan.
- Attain trusted Charity quality mark to replace our PQASSO
- Further develop our successful partnership with the Trust for Developing Communities and CommunityWorks to engage with Black and Minority Ethnic residents to grow and develop the City's BAMER community infrastructure.

The Charity has a finalised five year Strategic Business Plan which was adopted in July 2018. This is reviewed annually as part of the PQASSO and Matrix processes by the Board and is designed to be an iterative document integrating future needs analysis and evaluation data as part of our ongoing planning cycle. It is linked and delivers on the agreed Neighbourhood Action Plan, which is a shared document between Community and City Council, and was updated in February 2020 as part of our whole organisation away day.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

ACHIEVEMENT AND PERFORMANCE

Activities for generating funds

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

Investment Income:

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

Other Incoming resources for charitable activities:

The Charity received funding from B&H City Council's Third Sector Investment Programme (TSIP) as a contribution towards the organisation's overall management and administration costs as part of the Community Development Commission to cover our external strategic work in this area

Community Development

Brighton & Hove TSIP 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 BAMER engagement work. This work is delivered as part of the Inclusive Communities partnership led by The Trust for Developing Communities. BHCC BAMER Engagement funding has enabled us to deliver an outreach programme to engage with BAMER parent carers and ensure their participation in the important SEND strategy that published towards the end of this period. We also recruited potential magistrates candidates from Bengali, Indian and Arabic backgrounds as part of a partnership with the Judiciary. The programmes are complimentary and add value to our core work.

The Charity has continued to receive funding through Impact Initiatives for our Older People's Ageing Well 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 within our area. This partnership of providers is a Citywide offer with targeted work in local neighbourhood and various communities of interest. As part of this work, HKP deliver BAMER older peoples activities and trips.

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

Brighton & Hove NHS Clinical Commissioning Group (CCG) funding which has continued to support our West Area Health Forum which brings together residents, patients and community group leaders with Practice Managers from 6 local surgeries, to look at community solutions to Health and Wellbeing issues, alongside feeding in and back, to improve local health services. Also in this year we received funding via CCG to support BAMER engagement in partnership with the Trust for Developing Communities, this year focussed on Covid experiences

We received BHCC funding to deliver local networking sessions (coffee and croissant) for professionals in partnership with the Trust for Developing Communities.

CCG psychosocial money funded a partnership between ourselves and the Trust for Developing Communities to deliver a Citywide programme of health and wellbeing activities, this is part of the Community Roots offer led by Southdown Housing. In Hangleton and Knoll, our focus has been BAMER women's health.

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

We received funding from the Brighton Dome and Festival to continue our outreach programme in partnership with them and continue to support a Local Arts offer overseen by a resident led Arts steering group

Youth Work

BHCC continued to fund the Charity, as lead youth provider in the West Area to deliver a range of universal, detached and project based youth work for young people aged 13-19 years, as well as young women's group activities.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

ACHIEVEMENT AND PERFORMANCE

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

Also delivered was Reboot, a partnership with the Police and delivered cross Sussex led by YMCA Downlink giving us a full time youth coach to work with young people at risk, funded for the second year after the success of the year one pilot.

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

Community Learning

The Charity received Neighbourhood Learning in Deprived Communities funding to support 3 free tutor led and volunteer supported IT drop-ins alongside a small programme of community learning which, in this period, has focused on the needs of our ESOL communities and residents who need to improve their digital skills. We also piloted a community based IAG offer during this period with a small pot of additional funding from NLDC

This funding came to an end in July 20 and we were fortunate to replace it with HRA (Housing Revenue Account) funding which commenced on August 1st to deliver a similar programme but prioritising our Council tenants and leaseholders.

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

Routes

In November 2016 we learned we were successful in our stage 2 bid to the Lottery and EU for Building Better Opportunities funding which funds Information Advice and Guidance work to help residents with multiple barriers to undertake training, work placements and ultimately obtain employment. This programme of work was so successful that we were awarded a second round of funding to June 2021, and now a third round of funding to October 2022.

FINANCIAL REVIEW

Investment policy and objectives

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

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

FINANCIAL REVIEW

Reserves policy

The Hangleton & Knoll Project Trustees hold financial reserves because it is solely dependent on contracts and grant aid with very few donations and we wish to offer our community a clear, ongoing and sustainable offer.

We are in a healthy financial position and feel satisfied that we can demonstrate stability to our statutory funders who are looking at our sustainability over a 3-7 year period within their commissions.

The past three years have taught us that timescales for statutory funding change quickly with short term rollovers and annual budget changes which makes our long term planning around staffing levels more challenging. In 2017/18 we also faced a proposed 100% cut to youthwork (an 89k loss of income), this decision was reversed but it brought home the very difficult context for local government and CCG commissioners and the possibility of swift and brutal changes to our funding. All our contracts have caveats which mean they are subject to annual budget setting.

We have found that maintaining a level of reserves designated for staff continuity (£118,440) means that we can offer stability to staff and continuity of delivery for our community, giving us time to plan any necessary changes and be covered for staff redundancy and office closure costs for our office spaces. Currently calculated at £168,504 - a figure that reflects how long many of staff have remained with us and the fact we have office bases across our patch.

During 19/20 we were offered the opportunity to potentially take on a building as part of new housing being built locally and Trustees have agreed that if this happens we will designate some funds (c30k) to enable the necessary development. Due to Covid this development and spending has been delayed by 18 months. Having reserves allows us to take advantage of opportunities to develop new resources for our community. During 20/21 we also designated 20k of reserves to develop an evidence base for our youth work offer as we commission in 21/22 for the next 5.5 years, however this was not prioritised in this period as we dealt with young people in emotional and educational crisis

We keep a general reserve of £53,286 to respond to immediate issues and as cashflow for contracts which now pay up to six months in arrears.

Covid has shone a light on the vulnerability of organisations to unforeseen change and we are proud of our resilience and ability to rapidly respond which is aided by our secure financial footing.

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.

Funds in deficit

There are no funds in deficit.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

FUTURE PLANS

The Trustees intend the Charity to continue to deliver a high standard of community development, Information, Advice and Guidance, community learning and youth work in Hangleton and Knoll within existing partnerships and to develop further initiatives where the need arises and subject to available funding.

Our 5 year business plan was fully refreshed with full consultation from the community and all stakeholders in 17/18 and was published in July 2018. This document gives a full description of priorities and direction

Key priorities for the period 2021/22 include:

- Work to enhance Social Prescribing Opportunities with GP surgeries, Link workers and community partners and help create pathways for patients into local, affordable opportunities
- Work on innovative ways to provide additional activities that will mitigate the Health Inequalities experienced in our community building on pilot work conducted with the University around Cardiac Health and with the CCG around Cancer ensuring people experiencing long term health conditions have the benefit of local community activity
- Build on relationships with local primary care to look at ways we can further integrate community and GP services for the benefit of patients
- Maintain Knoll Pavilion as a Youth led Youth space and create a Knoll Park intergenerational friend of group to oversee developments at the park
- Continue to respond to the needs amplified through the Covid pandemic ensuring that we remain flexible and responsive.
- Continue to undertake regular door knocks to ensure that everyone and particularly the most vulnerable are supported and linked into the services and activity that will support them and that we maintain and grow our system of street reps.
- Re tendering Area Youth grants to maintain a youth led, community based inclusive local service and promote the voices of young people living on the City fringes into City decision making. Currently contract due to end October 2021.
- Work to ensure that employment services funded under the EU are able to continue looking at different, sustainable, community based solutions. We know that this support is a resident priority, that we are highly successful, and that this work will be ever more needed.
- Work with the Arts steering group on uses of the Downsman site - this site is due to finish October 2020 but will be delayed until 2022 due to Covid. We aim to create a community led arts space.
- Further develop our successful partnership with the Trust for Developing Communities, Sussex Interpreting Services and Racial Harassment Forum to engage with Black and Minority Ethnic residents to grow and develop the City's BAMER community infrastructure and build skills and confidence in all our diverse communities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document its Memorandum and Articles of Association.

Charity constitution

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

It was registered with the Charity Commission on 20 January 2011.

Board membership, recruitment and appointment of new trustees

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 New 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.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Decision making

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.

Induction and training of new 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.

Equal opportunities policy

The Hangleton and Knoll Project (HKP) recognises the existence of discrimination against people based on particular characteristics or beliefs. Our policy sets out the steps we take to prevent discrimination in the services and support we provide and in employment. 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 fulfil legal and other obligations by ensuring that everyone involved with the organisation is treated fairly regardless of age, gender, marital status or civil partnership, race, disability, sexual orientation, religious beliefs, parental rights, carer responsibility, (the protected characteristics as set out in the Equality Act 2010) and in addition their employment status, UK National status, socio-economic status, irrelevant convictions or other conditions not justified in law or relevant to the provision of service or performance of the job.

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 Equality Act, employees of under-represented groups will be given training and encouragement to achieve equal opportunity within the organisation.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Project membership

Membership is open to all individuals (over the age of 18) who are interested in furthering the work of the Charity.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

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 Youth Project
- Amaze
- Audioactive
- Benfield Valley Health Care Hub
- Brighton and Hove Black History
- Blatchington Mill School
- BMEYPP
- Brighton Housing Trust - Routes Employment Partnership
- Brighton & Hove City Council - Public Health, Children, Families and Learning, Adult Social Care, Housing, Communities and Equalities Team, Planning, Schools Wellbeing Service
- Brighton & Hove Clinical Commissioning Group
- Brighton and Hove Bus Services
- Brighton & Hove Food Partnership
- Brighton & Hove Libraries
- Brighton & Hove Adult Learning Group
- Brighton & Hove Well-being Service
- Brighton & Hove Youth Participation Team
- Brighton People's Theatre
- Brighton Dome & Festival
- WBC Cares - Boxing
- Brighton Table Tennis Club
- Brighton Youth Centre
- CAMHS
- CCG - at programme and system levels
- Citizens Advice Bureau and the Moneyworks Partnership
- Changing Chalk - Downland Access Project
- Community Transport
- Compass Travel
- Community Works - Routes Employment Partnership
- Community Safety Forum
- Community Land Trust
- Chomp
- Dignity
- Extra Time
- Friends Centre
- Front Door for families
- FFT - Friends and Family of Travellers
- Goldstone Primary School
- Healthwatch
- Hangleton Children's Centre
- Hangleton Community Centre
- Hove Park School
- Hove Job Centre
- Hove Medical Centre
 - Impact Initiatives - the Ageing Well Partnership
- Integrated Team for Families
- Job Centre Plus
- Local elected members: Cllr Nick Lewry, Cllr Dawn Barnett & Cllr Tony Janio
- LGBT Switchboard
- Links Road Surgery
- Mind

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

- Mile Oak Medical Centre
- Mind Out
- New Writing South
- Our Future City
- Portslade Academy (PACA)
- Portslade Health Centre
- 'Possability' People
- Right Here Project
- RISE
- Rethink
- Resource Centre
- Safehaven Sussex
- Serendipity (SES)
- Sing for Better Health
- Sound City
- St Helens Parish team
- St Richards Church and Community Centre
- Southdown Housing - Community Routes Partnership
- Sussex Community Foundation Trust - School Nurse Partnership
- Sussex Police - member of Police IAG
- Sussex Prisoner Families
- Tamerland Youth Project
- The WISE project
- Time to Talk befriending
- Together Co
- Trust for Developing Communities - Community Development and Engagement, Brighton Streets Detached Youthwork partnership
- University of Brighton
- University of Sussex
- West Area Housing Team
- Wish Road Surgery
- Whitehawk Inn
- Women's Centre
- 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 The Trust for Developing Communities delivering Community Development within our area and Black and Ethnic Minority engagement as part of the City offer to small groups and residents. We are part of the Sector Support Network which brings together local grant makers with infrastructure bodies for the benefit of small groups in the City.

The CEO attends the Community Works Representatives Council and Council TECC (Tourism, Equality, Culture and Community) Committee meetings as the locally elected CVS Brighton and Hove Communities Representative. We lead Youth work in the West of the City taking in a wider geographical area than the Hangleton and Knoll ward and expanding the reach of our detached work, organising regular practitioner meetings to liaise and share resources with other local youth providers. We meet regularly with other youth area and community of interest leads to organise strategically. We are also part of the City response to financial exclusion with a partnership led by the Citizens Advice Bureau called Moneyworks. We deliver the community-based education offer which seeks to provide residents with the tools to manage their finances and increase their income alongside community based access to specialist case work advice and support.

As part of our Covid response work our CEO has attended the Childrens Emergency Cell - later the recovery Cell for Children and Young People and the City Vaccination Cell - ensuring that we maximised vaccinations in the west of the City and targeted those who were initially hesitant to take the vaccine

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

This year we went into the second year of a partnership led by Southdown Housing who are leading for psychosocial interventions for Mental Health providers in the Community Roots programme.

We are also in the second year of a programme led by The Trust for Developing Communities to deliver a City Wide Detached offer. This project named Brighton Streets enables Citywide reach to young people at risk of getting in trouble, with HKP delivering the offer in the West.

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. This document has been agile because of the constant changes caused by the changing Covid situation

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

07260539 (England and Wales)

Registered Charity number

1139971

Registered office

St Richards Church and Community Centre
Egmont Road
Hove
East Sussex
BN3 7FP

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

Trustees

R K Gill
N S Goslett
Baroness J B Gould
E A Hartle (appointed 7.12.20)
K Mason
A M Muten
G V Powell (appointed 7.12.20)
N J Quinn
J O Stanford
P A Weller

Company Secretary

L C Russell

Independent Examiner

Christopher Robert Tyler FCA DChA FCIE
Institute of Chartered Accountants in England and Wales
F1 CRT Limited
Flat 24 Wellingtonia Court
Laine Close
Brighton
East Sussex
BN1 6TD

Bankers

The Bank of Scotland
33 Old Broad Street
London

Other Officials and Staff

Non-voting Observers:
Cllr Dawn Barnett (BHCC)
Cllr Tony Janio (BHCC)

Chief Executive:

Joanna Martindale

Project Offices:

St. Richards Church & Community Centre
Egmont Road
Hove
BN3 7FP

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

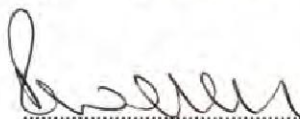
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the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

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued

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.

Approved by order of the board of trustees on ~~21 November 2021~~ ^{21 November 2021} and signed on its behalf by:



P A Weller - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE HANGLETON & KNOLL PROJECT (REGISTERED NUMBER: 07260539)**

Independent examiner's report to the trustees of The Hangleton & Knoll Project ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Christopher Robert Tyler FCA DChA FCIE
Institute of Chartered Accountants in England and Wales
F1 CRT Limited
Flat 24 Wellingtonia Court
Laine Close
Brighton
East Sussex
BN1 6TD

Date: 2nd November 2021

THE HANGLETON & KNOLL PROJECT**STATEMENT OF FINANCIAL ACTIVITIES**
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	-	2,791	2,791	4,818
Charitable activities	4				
Project Income		10,622	426,422	437,044	440,848
Investment income	3	<u>5,881</u>	<u>-</u>	<u>5,881</u>	<u>7,593</u>
Total		16,503	429,213	445,716	453,259
EXPENDITURE ON					
Charitable activities	5				
Project Expenses		<u>12,454</u>	<u>411,770</u>	<u>424,224</u>	<u>419,988</u>
NET INCOME		4,049	17,443	21,492	33,271
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>336,180</u>	<u>426,502</u>	<u>762,682</u>	<u>729,411</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>340,229</u></u>	<u><u>443,945</u></u>	<u><u>784,174</u></u>	<u><u>762,682</u></u>

The notes form part of these financial statements

THE HANGLETON & KNOLL PROJECT (REGISTERED NUMBER: 07260539)

BALANCE SHEET
31 MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	11	1,064	-	1,064	1,330
CURRENT ASSETS					
Debtors	12	24,999	-	24,999	3,712
Cash in hand		<u>404,320</u>	<u>443,944</u>	<u>848,264</u>	<u>807,202</u>
		429,319	443,944	873,263	810,914
CREDITORS					
Amounts falling due within one year	13	(90,153)	-	(90,153)	(49,562)
NET CURRENT ASSETS		<u>339,166</u>	<u>443,944</u>	<u>783,110</u>	<u>761,352</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>340,230</u>	<u>443,944</u>	<u>784,174</u>	<u>762,682</u>
NET ASSETS		<u>340,230</u>	<u>443,944</u>	<u>784,174</u>	<u>762,682</u>
FUNDS	14				
Unrestricted funds				340,230	336,180
Restricted funds				<u>443,944</u>	<u>426,502</u>
TOTAL FUNDS				<u>784,174</u>	<u>762,682</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

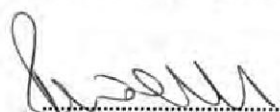
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- 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 provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 24.06.2021 and were signed on its behalf by:

 P A Weller

The notes form part of these financial statements

THE HANGLETON & KNOLL PROJECT

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31 MARCH 2021**

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 2019)', 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 amounts in these financial statements are rounded to the nearest £.

The trustees/directors consider that there are no material uncertainties about the company's ability to continue as a going concern. The trustees have taken advantage of the various sources of Government support during the COVID-19 pandemic and consider that it will not have a significant impact on the company's ability to continue trading. Income from trading activities is expected to reduce due to the lockdown conditions and steps are being taken to make cost savings. The trustees regard any impact to be short term rather than affecting the company's ability to continue as a going concern. There are no material uncertainties affecting the current year's accounts.

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.

THE HANGLETON & KNOLL PROJECT

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31 MARCH 2021**

1. ACCOUNTING POLICIES - continued

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 2021 the employer contribution was 6% of gross salary.

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations	<u>2,791</u>	<u>4,818</u>

3. INVESTMENT INCOME

	2021	2020
	£	£
Deposit account interest	<u>5,881</u>	<u>7,593</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2021	2020
		£	£
Fee income	Project Income	151,392	152,732
Misc income	Project Income	4,268	250
Grants	Project Income	<u>281,384</u>	<u>287,866</u>
		<u>437,044</u>	<u>440,848</u>

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

	2021	2020
	£	£
Youth Work Commission and Brighton and Hove Community Learning via Brighton and Hove City Council	105,027	81,074
Community Roots via The Trust for Developing Communities	-	8,404
Community Development via Community Works (including HNF)	62,447	73,446
Health and Wellbeing School Nurse Commission via Impact Initiatives	-	17,895
The Police and Crime Commissioner	450	5,870
Routes Employment (EU/Lottery) via Brighton and Hove Community Works	<u>41,282</u>	<u>37,654</u>
Carried forward	209,206	224,343

THE HANGLETON & KNOLL PROJECT

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31 MARCH 2021**

4. INCOME FROM CHARITABLE ACTIVITIES - continued

	2021	2020
	£	£
Brought forward	209,206	224,343
Brighton and Hove Citizens Advice Bureau	12,750	12,750
Neighbourhood Learning in Deprived Communities	-	22,900
Sussex Community Foundation Social Action	570	3,373
Brighton and Hove Community Learning (TSIP)	-	15,500
Brighton and Hove NHS Clinical Commissioning Group	7,910	-
The Argus Trust	-	1,000
UnLtd	-	1,000
Brighton Streets via Home Office and Youth Grants	-	7,000
Impact Initiatives	17,895	-
Brighton and Hove Food Partnership	4,924	-
Cultural Baggage	2,270	-
BME Psychosocial (Via The Trust for Developing Communities)	1,000	-
Brighton and Hove City Council - Emergency Community Food Hub	1,599	-
Brighton and Hove City Council - Covid Project Funding	10,000	-
National Lottery Fund - Multi Cultural Community Covid Response and Support	8,860	-
UK Online Good Things Foundation	3,000	-
Derek and Eileen Dodgson Trust	1,000	-
Neighbourly Community Fund	400	-
	<u>281,384</u>	<u>287,866</u>

The following grants have been deferred to the next year:

	2021	2020
	£	£
NHS England (Health Champions Monies)	4,590	2,500
NHS B & H (Health Champions Monies)	5,000	15,500
Youth Activities (via TDC)	15,000	8,000
BME Psychosocial (via TDC)	5,000	1,000
Brighton Streets	7,300	-
SEND Youth Club	2,000	-
Grow your own BHCC	4,700	-
Youth Coaching	1,800	-
NLDC	5,714	-
Spices Project	5,000	-
Brighton Festival	4,000	-

THE HANGLETON & KNOLL PROJECT

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31 MARCH 2021**

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £
Project Expenses	<u>424,224</u>

6. NET INCOME/(EXPENDITURE)

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

	2021	2020
	£	£
Depreciation - owned assets	<u>266</u>	<u>333</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

8. STAFF COSTS

Staff costs during the year were as follows:

	2021	2020
	£	£
Salaries	292,211	278,754
Employer's national insurance	22,962	21,312
Employer's pension costs	16,080	19,541
Sessional staff	<u>10,477</u>	<u>13,169</u>
	<u>341,730</u>	<u>332,776</u>

The average monthly number of employees was 17 (2020: 17).

No employee earned £60,000 or more (2020 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 2020/21 was 6% of gross salary.

The charity consider its key management personnel comprises the trustees, chief executive and three project coordinators. Total employment benefits to its key management personnel (including employers national insurance and pension contributions) was £139,182 (2020 : £136,091).

THE HANGLETON & KNOLL PROJECT**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021****9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	-	4,818	4,818
Charitable activities			
Project Income	34,035	406,813	440,848
Investment income	<u>1,793</u>	<u>5,800</u>	<u>7,593</u>
Total	35,828	417,431	453,259
EXPENDITURE ON			
Charitable activities			
Project Expenses	<u>36,820</u>	<u>383,168</u>	<u>419,988</u>
NET INCOME/(EXPENDITURE)	(992)	34,263	33,271
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>337,173</u>	<u>392,238</u>	<u>729,411</u>
TOTAL FUNDS CARRIED FORWARD	<u>336,181</u>	<u>426,501</u>	<u>762,682</u>

10. INDEPENDENT EXAMINATION

The amount included for the Independent Examiners fee is £2,500 (2020: £2,220).

11. TANGIBLE FIXED ASSETS

	General equipment £	Furniture & Fittings £	Computer equipment £	Totals £
COST				
At 1 April 2020 and 31 March 2021	<u>8,069</u>	<u>3,248</u>	<u>50,387</u>	<u>61,704</u>
DEPRECIATION				
At 1 April 2020	8,029	3,224	49,121	60,374
Charge for year	<u>8</u>	<u>5</u>	<u>253</u>	<u>266</u>
At 31 March 2021	<u>8,037</u>	<u>3,229</u>	<u>49,374</u>	<u>60,640</u>
NET BOOK VALUE				
At 31 March 2021	<u>32</u>	<u>19</u>	<u>1,013</u>	<u>1,064</u>
At 31 March 2020	<u>40</u>	<u>24</u>	<u>1,266</u>	<u>1,330</u>

THE HANGLETON & KNOLL PROJECT

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31 MARCH 2021**

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade debtors	24,790	3,503
Prepayments	209	209
	<u>24,999</u>	<u>3,712</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	4,545	2,038
Social security and other taxes	7,813	5,496
Other creditors	1,895	1,723
Accrued expenses	15,796	13,805
Deferred income	60,104	26,500
	<u>90,153</u>	<u>49,562</u>

14. MOVEMENT IN FUNDS

	At 1.4.20	Net movement	At
	£	in funds	31.3.21
		£	£
Unrestricted funds			
General fund	49,236	4,050	53,286
Designated Fund - Redundancy	168,504	-	168,504
Designated Fund - Staff Contingency	<u>118,440</u>	<u>-</u>	<u>118,440</u>
	336,180	4,050	340,230
Restricted funds			
Community Learning, Financial Inclusion and Development	81,097	4,717	85,814
Infrastructure Support	46,227	-	46,227
Youth Projects	100,329	1,250	101,579
Health Promotion	331	-	331
Work with Older People	7,765	2,945	10,710
Building Better Opportunities	6,296	89	6,385
Community Development	162,624	5,144	167,768
BME Psychosocial	7,382	-	7,382
Artwork	6,798	3,297	10,095
Bamer Community Development	<u>7,653</u>	<u>-</u>	<u>7,653</u>
	<u>426,502</u>	<u>17,442</u>	<u>443,944</u>
TOTAL FUNDS	<u>762,682</u>	<u>21,492</u>	<u>784,174</u>

THE HANGLETON & KNOLL PROJECT

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2021

14. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	16,504	(12,454)	4,050
Restricted funds			
Community Learning, Financial Inclusion and Development	53,588	(48,871)	4,717
Youth Projects	187,653	(186,403)	1,250
Work with Older People	45,450	(42,505)	2,945
Building Better Opportunities	41,282	(41,193)	89
Community Development	93,082	(87,938)	5,144
Artwork	8,157	(4,860)	3,297
	<u>429,212</u>	<u>(411,770)</u>	<u>17,442</u>
TOTAL FUNDS	<u>445,716</u>	<u>(424,224)</u>	<u>21,492</u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds			
General fund	50,229	(993)	49,236
Designated Fund - Redundancy	168,504	-	168,504
Designated Fund - Staff Contingency	<u>118,440</u>	<u>-</u>	<u>118,440</u>
	337,173	(993)	336,180
Restricted funds			
Community Learning, Financial Inclusion and Development	74,453	6,644	81,097
Infrastructure Support	46,227	-	46,227
Youth Projects	87,415	12,914	100,329
Health Promotion	-	331	331
Work with Older People	5,432	2,333	7,765
Building Better Opportunities	5,624	672	6,296
Community Development	161,926	698	162,624
BME Psychosocial	7,382	-	7,382
Artwork	3,779	3,019	6,798
Bamer Community Development	<u>-</u>	<u>7,653</u>	<u>7,653</u>
	<u>392,238</u>	<u>34,264</u>	<u>426,502</u>
TOTAL FUNDS	<u>729,411</u>	<u>33,271</u>	<u>762,682</u>

THE HANGLETON & KNOLL PROJECT

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31 MARCH 2021**

14. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	35,827	(36,820)	(993)
Restricted funds			
Community Learning, Financial Inclusion and Development	35,650	(29,006)	6,644
Youth Projects	203,823	(190,909)	12,914
Health Promotion	6,000	(5,669)	331
Work with Older People	34,640	(32,307)	2,333
Building Better Opportunities	37,654	(36,982)	672
Community Development	54,181	(53,483)	698
HNF (Healthy Neighbourhood Fund)	4,050	(4,050)	-
Artswork	17,990	(14,971)	3,019
Bamer Community Development	23,444	(15,791)	7,653
	<u>417,432</u>	<u>(383,168)</u>	<u>34,264</u>
TOTAL FUNDS	<u>453,259</u>	<u>(419,988)</u>	<u>33,271</u>

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

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.

THE HANGLETON & KNOLL PROJECT**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	2,791	4,818
Investment income		
Deposit account interest	5,881	7,593
Charitable activities		
Fee income	151,392	152,732
Misc income	4,268	250
Grants	<u>281,384</u>	<u>287,866</u>
	<u>437,044</u>	<u>440,848</u>
Total incoming resources	445,716	453,259
EXPENDITURE		
Charitable activities		
Staff costs and expenses	<u>424,224</u>	<u>419,988</u>
Total resources expended	<u>424,224</u>	<u>419,988</u>
Net income	<u>21,492</u>	<u>33,271</u>