



Brent

Barham Park Trust Committee

Tuesday 1 September 2020 at 6.00 pm

Please note this will be held as an online virtual meeting.

The link to view this meeting online will be available by clicking [HERE](#)

Membership:

Members

Councillors:

McLennan (Chair)
Krupa Sheth (Vice-Chair)
Agha
Farah
M.Patel

Substitute Members

Councillors:

Hirani
Southwood
Tatler

For further information contact: Rashella Rapley, Governance Officer Tel:020 8937 3051; Email: rashella.rapley@brent.gov.uk

For electronic copies of minutes, reports and agendas, and to be alerted when the minutes of this meeting have been published visit: democracy.brent.gov.uk

The press and public are welcome to attend this as an online virtual meeting. The link to attend and view the meeting is available [HERE](#)

Notes for Members - Declarations of Interest:

If a Member is aware they have a Disclosable Pecuniary Interest* in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent and must leave the room without participating in discussion of the item.

If a Member is aware they have a Personal Interest** in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent.

If the Personal Interest is also a Prejudicial Interest (i.e. it affects a financial position or relates to determining of any approval, consent, licence, permission, or registration) then (unless an exception at 14(2) of the Members Code applies), after disclosing the interest to the meeting the Member must leave the room without participating in discussion of the item, except that they may first make representations, answer questions or give evidence relating to the matter, provided that the public are allowed to attend the meeting for those purposes.

***Disclosable Pecuniary Interests:**

- (a) **Employment, etc.** - Any employment, office, trade, profession or vocation carried on for profit gain.
- (b) **Sponsorship** - Any payment or other financial benefit in respect expenses in carrying out duties as a member, or of election; including from a trade union.
- (c) **Contracts** - Any current contract for goods, services or works, between the Councillors or their partner (or a body in which one has a beneficial interest) and the council.
- (d) **Land** - Any beneficial interest in land which is within the council's area.
- (e) **Licences**- Any licence to occupy land in the council's area for a month or longer.
- (f) **Corporate tenancies** - Any tenancy between the council and a body in which the Councillor or their partner have a beneficial interest.
- (g) **Securities** - Any beneficial interest in securities of a body which has a place of business or land in the council's area, if the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or of any one class of its issued share capital.

****Personal Interests:**

The business relates to or affects:

(a) Anybody of which you are a member or in a position of general control or management, and:

- To which you are appointed by the council;
- which exercises functions of a public nature;
- which is directed is to charitable purposes;
- whose principal purposes include the influence of public opinion or policy (including a political party of trade union).

(b) The interests a of a person from whom you have received gifts or hospitality of at least £50 as a member in the municipal year;

or

A decision in relation to that business might reasonably be regarded as affecting, to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the electoral ward affected by the decision, the well-being or financial position of:

- You yourself;
- a member of your family or your friend or any person with whom you have a close association or any person or body who employs or has appointed any of these or in whom they have a beneficial interest in a class of securities exceeding the nominal value of £25,000, or any firm in which they are a partner, or any company of which they are a director
- any body of a type described in (a) above.

Agenda

Introductions, if appropriate.

Item	Page
1 Apologies for Absence	
To note any apologies for absence and clarification of alternate members.	
2 Declarations of interests	
Members are invited to declare at this stage of the meeting, the nature and existence of any relevant disclosable pecuniary or personal interests in the items on this agenda and to specify the item(s) to which they relate.	
3 Minutes of the previous meeting	1 - 6
To approve the minutes of the previous meeting held on Tuesday 3 September 2019 as a correct record.	
4 Matters arising (if any)	
To consider any matters arising from the minutes of the previous meeting.	
5 Tenant Organisations (Verbal Update)	
Representatives of the tenant organisations of Barham Park have been invited to provide a short verbal update on activities undertaken.	
6 Annual Report & Accounts 2019-2020	7 - 20
This report presents the annual report for the Barham Park Trust for 2019/20. There is a statutory requirement to produce an annual report, including the accounts each financial year.	
7 General Update Report	21 - 36
To update Members on operational issues at Barham Park and on current progress on projects.	
8 Any other urgent business	
Notice of items to be raised under this heading must be given in writing to the Head of Executive and Member Services or her representative before the meeting. Any decisions taken urgently under this heading must	

comply with the provisions outlined in paragraph 39 of the Council's Access to Information Rules (part 2 of the Constitution).

Date of the next meeting: To be arranged as needed



MINUTES OF THE BARHAM PARK TRUST COMMITTEE Held on Tuesday 3 September 2019 at 6.00 pm

PRESENT: Councillors McLennan, Farah, M Patel and Tatler (substituting for Councillor Sheth)

Also Present: Councillor Colwill

1. **Election of Chair and Vice Chair**

RESOLVED:

- i) that Councillor McLennan be appointed Chair for the 2019/20 Municipal Year.
- ii) that Councillor Krupa Sheth be appointed Vice Chair for the 2019/20 Municipal Year.

2. **Apologies for Absence**

Apologies for absence were received from Councillors Agha and Sheth. Councillor Tatler was present as a substitute member on behalf of Councillor Sheth.

3. **Declarations of interests**

None declared.

4. **Minutes of the previous meeting**

RESOLVED: that the minutes of the previous meeting held on 14 January 2019 be agreed as a correct record.

5. **Matters arising (if any)**

None.

6. **Tenant Organisations (Verbal Update)**

At the invitation of the Chair, representatives of the tenant organisations for the Barham Park buildings complex provided the following updates on the activities of their respective organisations:

Friends of Barham Library

Members heard that Friends of Barham Library (FoBL) currently operated as a lending library and study space for four days a week, with a solely second hand book stock drawn from donations and damaged books restored by their expert, in-house, restorer. The activities they hosted for the community included a monthly

reading club, weekly art sessions, under five sessions, a chess club, ESOL classes, a stitching club, knitting club and a quilting club. A Memory Lounge had been established and provided activities including Tai Chi and Arm Chair Yoga, as well as acting as a space for social gatherings. It was emphasised that FoBL relied upon volunteers and welcomed any support that the committee could provide.

ACAVA

It was explained that ACAVA provided space at affordable rates for artists to rent. The community of artists had been really stable and the occupation rates were high. It was commented that the communication with the Trust had been really good but concerns were raised about three recent break-ins to the building. The Chair explained that an update regarding the buildings would be provided in the General Update Report to be considered later in the meeting.

Nepalese Community Centre

Founded in 2007 for ex-Gurkhas and residents, the organisation now had 480 members and aimed to help people in the Nepalese Community to improve their wellbeing, integrate into British Society and undertake charity work. The organisation had invested approximately £27k to refurbish Unit 1 (Card Room) of the Barham Park buildings complex. Activities provided included English classes, dancing and exercises classes. At the weekend the unit was hired out to a Church Group for Sunday Prayers and a Hindu group. The venue was also hired out for small parties, allowing the organisation to cover the overhead costs of maintaining the unit. Other communities were invited to participate in these activities to help support community cohesion.

The Chair thanked the presenters and acknowledged a written summary of activities had been provided by the Barham Park Veterans Club prior to the meeting and had been circulated to members of the Trust for their information.

7. Annual Report 2018-2019

Olufunke Adediran (Head of Finance) presented the Annual Report and Annual Accounts for 2018-2019 to the committee, noting that during 2018/19 the Trust incurred expenditure of £76,845 on maintenance of the building complex and the park, and generated £101,334 receipts from rental income and interest earned, which had led to the cash balance of the Trust increasing by £24,489 to £488,297. It was explained that out of this total sum of £488,297, the sum of £416,364 consisted of restricted funds and the sum of £71,933 consisted of unrestricted funds. There was no expenditure from the Trust's restricted funds in the 2018/19 financial year up to 31 March 2019. General expenditure on the running and maintenance of the park and buildings decreased by £22,240 compared to 2017/18 and income increased by £1,417. The committee's attention was also drawn to the Independent Examiner's report, attached at Appendix C to the report which confirms that there were no issues regarding the accounts to be brought to the Committee's attention.

The committee subsequently RESOLVED:

- i) That the annual report (Appendix A) and the Barham Park Trust's accounts (Appendix B) for 2018/19 be approved;

ii) That the Independent Examiner's Review of the Barham Park Trust's accounts for 2018/19 (Appendix C) be noted.

iii) That officers be authorised to update the Charity Commission with the annual report and the accounts for 2018/19 of the Barham Park Trust.

8. **Approval to apply to Charity Commission for permission to incur expenditure**

Arnold Meagher (Head of Litigation and Dispute Resolution) introduced a report seeking the Trust's approval to apply to the Charity Commission to increase an item of proposed expenditure on and for the benefit of Barham Park from the restricted funds of the Trust in relation to the events field drainage survey and design. Members were reminded that at its meeting on 14th January 2019, the Trust authorised officers to submit an application for permission to the Charity Commission to incur expenditure from the restricted funds of the Trust. The Charity Commission subsequently agreed to this request. The items of agreed expenditure were set out in the report. It was explained that the drainage design and works required a topographic survey of ground levels to inform the drainage design, which together with quotes for the drainage design works and consent for drainage discharge, totalled about £10,795. This exceeded the earlier estimate and request of £5,000 for the survey and design. To enable the design stages to proceed, it was proposed that the ceiling be raised for the survey and design stages to £15,000 – therefore requiring approval for an additional £10,000 to be spent from the restricted funds of the Trust. The additional £10,000 was sought from the restricted funds of the Trust as part of the same overall project; and so that the changing balance of the unrestricted funds remains available for operational use during the financial year.

Leslie Williams (Project Officer) highlighted that the report also requested that authority be delegated to officers to co-ordinate and submit a planning permission application to Brent Council's Planning Committee for the renovation works for exterior and appearance of the Barham Park building. It was explained that RLB, a surveying consultancy had undertaken a windows schedule of all of the windows and external features of the Barham Park buildings and had provided estimates of the priorities and costs of the works. As the Barham Park buildings were Locally Listed, Planning Permission would be required for any works that may affect the external appearance of the building. The proposed Planning Application would be for the whole of the building and the works can then be undertaken either as one or in phases.

In the subsequent discussion, the committee questioned how ward members and stakeholders would be engaged regarding the proposals and was informed that they were kept abreast of the developments affecting the park and buildings complex. A query was subsequently raised regarding other sources of funding which could be applied for. Leslie Williams reiterated that following market testing with regard to costings for the full schedule of renovation works, a decision could be taken about whether to proceed with the full programme or undertake work in phases. Chris Whyte (Operational Director of Environmental Services) acknowledged that it was incumbent on the Trust to explore all available opportunities external funding. Members acknowledged that the Trust's permission

to undertake the required works would be sought at a later date once officers had identified appropriate solutions and options for the Trust.

RESOLVED:

i) that the proposed additional expenditure of £10,000 (from £5,000 to £15,000) on the events field drainage survey and design to be paid from the Trust's restricted funds and permanent endowment arising from the sale proceeds of 776 and 778 Harrow Road, Wembley HA0 2HE, be approved and that officers be authorised to seek permission of the Charity Commission to spend the additional aforementioned sum from the Trust's restricted funds using the procedure set out in section 282 of the Charities Act 2011.

ii) that officers be authorised to submit the necessary application for permission to the Charity Commission and delegate authority to the Operational Director Environmental Services to progress the application and deal with any issues, requirements and queries arising that are raised by the Charity Commission.

iii) that officers be authorised to give public notice of this resolution if it is directed to do so by the Charity Commission pursuant to section 283 of the Charities Act 2011.

iv) that officers be authorised to co-ordinate and submit a planning permission application to Brent Council's Planning Committee for the renovation works for exterior and appearance of the Barham Park building.

v) that progress on other matters as set out in the report to the committee be noted.

9. **General Update Report**

Leslie Williams (Project Officer) introduced the report updating the Trust on operational issues at Barham Park. With reference to the concerns raised earlier in the meeting by a representative of ACAVA, attention was drawn to the summary of recent security and anti-social behaviour issues at the park. Chris Whyte (Operational Director, Environmental Services) advised that officers had liaised with the Metropolitan Police's Safer Neighbourhood Team (SNT) to secure additional regular patrols of the area. It was also suggested that ACAVA may wish to engage directly with the SNT.

Speaking on the other matters detailed in the report, Leslie Williams highlighted a number of improvement works including the addition of meadow areas, projects to restore the Queen Elizabeth II Silver Jubilee Garden and the pond within the Walled Garden, and urgent repairs to the Barham Park buildings.

Amin Soorma (Estate Surveyor) advised of the conclusion of the lettings process for the buildings complex, explaining that Unit 7 had been let to the Friends of Barham Library and their partner the Memory Lounge, who were working to establish a Dementia Centre and had applied for further Neighbourhood Community Infrastructure Level funding to support the project. The council was currently negotiating with the organisations regarding required works that needed to be undertaken to the property and would provide a further update to the Trust at a future meeting.

Concluding the introduction to the report, Chris Whyte (Operational Director, Environmental Services) advised that the Charity Commission had written to the Trust regarding concerns raised with them about the management of the Trust, specifically relating to the historic letting of Unit 7 and the number and frequency of Trust meetings. Arnold Meagher (Head of Litigation and Dispute Resolution) advised that in the absence of further information from the Charity Commission, there was no further action required by the Trust. Members were reminded that the Trust met at least once a year and ad-hoc as required. In response to a query from the Trust, Arnold Meagher confirmed that the Charity Commission had confirmed that there were no further plans at present to write to the Trust regarding these matters.

RESOLVED:

- i) that the issues detailed in the report be noted
- ii) that the proposal to provide a replacement Oak tree for the one felled towards the west of Barham Park be approved.

10. **Any other urgent business**

The Trust acknowledged the wish of the Sudbury and Wembley Central Ward Councillors to be formally recognised as champions of Barham Park.

The meeting was declared closed at 6.49 pm

COUNCILLOR MARGARET MCLENNAN
Chair

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	<p align="center">Barham Park Trust Committee 1st September 2020</p>
	<p align="center">Report from Strategic Director Regeneration and Environment</p>
<p align="center">ANNUAL REPORT AND ANNUAL ACCOUNTS 2019-2020</p>	

Wards Affected:	Sudbury
Key or Non-Key Decision:	Non-key
Open or Part/Fully Exempt: <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Open
No. of Appendices:	Three: Appendix A: Trustee's Annual Report Appendix B: Trust Annual Accounts Appendix C: Independent Examiner's Report
Background Papers:	None
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	Jekaterina Popova, Senior Finance Analyst, Finance, Chief Executive's Office. E-mail: Jekaterina.Popova@brent.gov.uk Tel: 020 8937 1463

1.0 Purpose of the Report

- 1.1 This report presents the annual report for the Barham Park Trust for 2019/20. There is a statutory requirement to produce an Annual Report, including the Accounts each financial year.

2.0 Recommendation

For the Barham Park Committee to:-

- 2.1 Approve the annual report and the Barham Park Trust's Accounts for 2019/20 and authorise officers to file this report with the Charity Commission.
- 2.2 Approve the Barham Park Trust's accounts for 2019/20 and delegate authority to the Operational Director for Environmental Services to make any minor adjustments to the said accounts arising from the query on expenditure on utilities as identified by the Independent Examiner and to file the said accounts for 2019/20 with the Charity Commission.
- 2.3 Note the Independent Examiner's Review of the Barham Park Trust's Accounts for 2019/20.

3.0 Detail

Annual Report for 2019/20

- 3.1 The annual report is set out for consideration by the Committee. It outlines the work undertaken on behalf of the Trust during the year, which included the repair and improvement works on the park and ongoing work to secure tenants for the various buildings on the site.
- 3.2 The Charity Commission has set a threshold below which independent audit of financial statements is not required. For England and Wales this was set as either gross income exceeding £1,000,000 or gross income exceeding £250,000 and gross assets exceeding £3,260,000. Therefore, an Independent Examiner's Report is an accepted way for smaller charities to present their accounts as allowed for by the Charities Act 2011.
- 3.3 The accounts have also been subject to an independent examination by the Head of Audit & Investigations. The independent examiner's report is attached to this report and confirms that there are no issues regarding the accounts to be brought to the Committee's attention.
- 3.4 During 2019/20 the Trust incurred expenditure of £86,320 on maintenance of the building complex and the park, and generated £100,674 receipts from rental income and interest earned which has led to the cash balance of the Trust increasing by £14,354 to £502,651. Out of this total sum of £502,651, the sum of £389,052 consists of restricted funds and the sum of £113,600 consists of unrestricted funds. There was a total of £27,313 of expenditure from the Trust's restricted funds in the 2019/20 financial year up to 31 March 2020.
- 3.5 General expenditure on the running and maintenance of the park and buildings decreased by £17,838 compared to 2018/19 and income decreased by £660.
- 3.6 Following approval by the Trust Committee, the annual report and accounts for 2019/20 will be submitted to the Charity Commission – the deadline for submission is 31 January 2021.

4.0 Financial Implications

- 4.1 As at 31 March 2020 the cash position of the Trust amounted to £502,651 as set out in paragraph 3.4 above and this includes details of the amount of the Trust's restricted funds and unrestricted funds.
- 4.2 The General Update Report considers proposals for rent abatement and/or rent deferrals, the decision on which would significantly affect the Trust's ability to generate enough income to maintain a break even position in 2020/21 and possibly beyond. Rental income accounts for approximately 60% of the Trust's total annual income and any reductions or deferrals would create a considerable shortfall as the expenditure incurred by the Trust to maintain the park and building has to continue at similar levels to those of recent years.
- 4.3 The Trust's unrestricted funds would only be sufficient to cover rental income losses/deferrals for one year. Therefore, careful consideration needs to be given to the decision regarding rent abatement and/or rent deferrals. Otherwise, alternative sources of income, such as grants or sponsorships, would need to be sought in order to maintain a break-even position.

5.0 Legal Implications

- 5.1 The submission of an annual report and accounts by the Barham Park Trust to the Charity Commission is required under the Charities Act 2011.

6.0 Equality Implications

6.1 None.

7.0 Consultation with Ward Members and Stakeholders

7.1 None.

8.0 Human Resource/Property Implications

8.1 None

Report sign off:

Amar Dave

Strategic Director of Regeneration and Environment.

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Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 04	Year 2019		Day 31	Month 03	Year 2020

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Brent Civic Centre, Engineers Way
Wembley
Middlesex
Postcode <input type="text" value="HA9 0FJ"/>

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	London Borough of Brent	Barham Park Trust Committee		Not applicable as corporate sole trustee
2				
3				
4				
5				
6				
7				
8				
9				
10				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	The voluntary conveyance dated 22 October 1936 between George Titus Barham (1) and Wembley UDC (2) copy annexed.
How the charity is constituted (eg. trust, association, company)	<p>Related documents</p> <ul style="list-style-type: none"> • The conveyance dated 1st February 1937 between Florence Elizabeth Barham (1) and the Mayor Alderman and Burgesses of the Borough of Wembley (2) copy annexed • The Assent dated 1st February 1938 between James Williamson and Kenneth Ewart Tansley (1) and the Mayor Alderman and Burgesses of the Borough of Wembley (2) copy annexed.
Trustee selection methods (eg. appointed by, elected by)	London Borough of Brent as sole trustee
Trustee selection methods (eg. appointed by, elected by)	Not applicable – the Council as local authority is the sole trustee. The London Borough of Brent is statutory successor to the Borough of Wembley.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The land is be held on trust to preserve the same for the recreation of the public in such manner and subject to such regulations in all respects as the Council may from time to time think proper.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The benefit is the provision of Barham Park and building for recreational purposes.

Members of the Barham Park Trust Committee received training in September 2017 and this included a wide range of information including governance, conflicts of interest and public benefit. Similar training was provided for a new member of the Trust Committee in July 2018.

Members of the Trust Committee were referred to two guidance documents from the Charity Commission entitled "It's your decision: charity trustees and decision making (CC27)" and "Sales leases transfers or mortgages: what trustees need to know about disposing of charity land (CC28)" in the General Update Report to the Barham Park Trust Committee meeting dated 3 September 2019 following correspondence with the Charity Commission.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

During 2019-20, the Trust sought and received permission from the Charity Commission to incur specified items of expenditure on Barham Park from the restricted funds of the Trust.

Working with the Council, Brent Council Parks Service continued to work to progress operational issues, and to prepare capital projects towards commissioning both for the buildings and for the park.

Surveyors completed a windows schedule, to catalogue details of the exterior of the building, and Planning Consent was sought and agreed for the exterior renovation and an appropriate style for renovation.

A drainage design was prepared for the events field within Barham Park.

Work commenced on some tree surgery within the park.

Section E

Financial review

Brief statement of the charity's policy on reserves

As at 31 March 2020 the charity held cash reserves of £502,651. Out of this total sum of £502,651, the sum of £389,052 consists of restricted funds and the sum of £113,600 consists of unrestricted funds. There was a total of £27,313 of expenditure from the Trust's restricted funds in the 2019/20 financial year up to 31 March 2020.

In accordance with the decision of the trustees any future receipts will be used for improvements within Barham Park.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

CHRIS WHYTE	

Position (eg Secretary, Chair, etc)	Operational Director, Environment Services : Officer with delegated authority to deal with day to day trustee functions of the Trust.	
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Date	
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Charity Name Barham Park	No (if any) 302931
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CC16a

Receipts and payments accounts

For the period from	Period start date 01/04/2019	To	Period end date 31/03/2020
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Hall Hire, Fun Fair & Ice Cream Concessions	20,874			20,874	22,284
Property Rental Income	1,500			1,500	-
Ad-hoc lettings	-			-	-
Fun Fair	-			-	-
Car Parking	-			-	-
Catering Rights	-			-	-
Rental Income - Virgin Media	6,500			6,500	6,500
Rental Income - Other	51,500			51,500	52,250
Brent Council Contribution	-			-	-
Children Centre	11,300			11,300	11,300
Interest earned	9,000			9,000	9,000
	-			-	-
	-			-	-
Sub total (Gross income for AR)	100,674	-	-	100,674	101,334
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	100,674	-	-	100,674	101,334
A3 Payments					
Maintenance and Wardens	53,204			53,204	73,379
Premises - Utility	-			-	616
Premises - Insurance	2,500			2,500	2,500
Premises - Security	1,571			1,571	350
Premises - Cleaning	-			-	-
Premises - Repairs and Maintenance	-	9,713		9,713	-
Premises - Other	-			-	-
Supplies and Services	1,732			1,732	-
Waste Disposal	-			-	-
Trees - felling and planting	-	15,550		15,550	-
Machinery Repairs	-			-	-
FM running Costs	-			-	-
NNDR	-			-	-
Surveys	-	2,050		2,050	-
Consultancy	-			-	-
	-			-	-
	-			-	-
Sub total	59,007	27,313	-	86,320	76,845
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Buildings Refurbishment	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	59,007	27,313	-	86,320	76,845
Net of receipts/(payments)	41,667	- 27,313	-	14,354	24,489
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	71,933	416,364	-	488,297	463,808
Cash funds this year end	113,600	389,052	-	502,651	488,297

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash	113,600	389,052	-
		-	-	-
		-	-	-
	Total cash funds	113,600	389,052	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Barham Park Building Complex			939,071
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	

Barham Park Trust

2019-20 accounts: Supplementary audit review

1 Introduction

1.1 The Audit and Investigations Unit (A&I) were asked to act as an Independent examiner and review the draft Barham Park Trust ("the Trust") 2019-20 accounts which will be submitted to the Charities Commission.

2 Respective responsibilities of trustees and examiner

2.1 The charity's trustees 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 needed.

2.2 It is my responsibility to:

Examine the accounts under section 145 of the 2011 Act;

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.

3 Basis of independent examiner's report

My examination was carried out in accordance with the general directions given by the Charities Commission. An examination includes a review of the accounting records kept in respect of the Trust 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 officers acting for the 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 statement below.

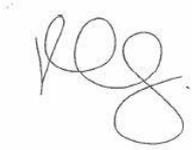
4 Independents Examiner's statement

4.1 Officers acting for the trustees have prepared receipts and payments accounts. One minor adjustment may be needed to the accounts in relation of the Payments under Premises - Utility. In previous years, there has been a payment for Utilities. However, in the 19/20 accounts there are no payments towards Utilities (£616 in 2018/19). The finance team are currently investigating why this is the case. Depending on the results of the query, the accounts may need to be adjusted accordingly to ensure that all receipts and expenses received and incurred during the year have been correctly and appropriately accounted for.

4.2 No matter has come to my attention, which gives me reasonable cause to believe that, in any material respect, the requirements:

- To keep accounting records in accordance with section 130 of the Charities Act; and

- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met, or
- To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Michael Bradley – Head of Internal Audit and Investigations at London Borough of Brent

Relevant professional qualification or body: Fellow of the Chartered Institute of Internal Auditors

Brent Civic Centre, Audit & Investigations, Floor 7D, Engineers Way, HA9 0FJ

19th August 2020

 Brent	Barham Park Trust Committee 1 September 2020
	Report from the Strategic Director of Regeneration & Environment
GENERAL UPDATE REPORT	

Wards Affected:	Sudbury
Key or Non-Key Decision:	Non-key
Open or Part/Fully Exempt: <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Open
No. of Appendices:	One Appendix A: Brent Park Signs Survey
Background Papers:	None
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	Chris Whyte, Operational Director, Environmental Services; chris.whyte@brent.gov.uk Tel: 020 8937 5342 Leslie Williams, Project Officer, Parks Service, Environmental Services, Regeneration and Environment. Leslie.Williams@Brent.gov.uk Tel: 0208 937 5628

1.0 Purpose of the Report

- 1.1 To update Members on operational issues at Barham Park and on current progress on projects.

2.0 Recommendation(s)

That the Barham Park Trust Committee **RESOLVES**

- 2.1 To note the issues set out in this report.
- 2.2 To note and agree to the proposal to the underletting of Unit 8 of the Barham Park Building (The Children’s Centre) by Brent Council’s Children and Young People Service to a voluntary sector provider, namely the Young Brent Foundation, on the same rental terms pursuant to the lease in respect of Unit 8

between the Barham Park Trust and Brent Council and subject to the satisfactory clearance of financial checks.

- 2.3 To delegate authority to the Operational Director for Environmental Services in consultation with the Chair of the Trust Committee to decide upon the proposal for rent abatement and deferrals from the Veterans in respect of quarters 2 and 3 for the year 2020/21 in respect of Unit 2 of the Barham Park Building, the details of which need to be finalised and the proposal for rent abatement and deferral from ACAVA in respect of quarters 2 and 3 for the year 2020/21 in respect of Units 3, 5, 6, 9 and 10 of the Barham Park Building and note that such decisions will take into account the Ministry for Housing, Communities and Local Government Guidance and the Charity Commission Guidance as set out in paragraph 3.15 of this report.
- 2.4 To delegate authority to consider and decide upon any further requests for rent abatement or deferral in respect of the Units at the Barham Park Building that are arising from the Covid-19 Pandemic to the Operational Director for Environmental Services in consultation with the Chair of the Trust Committee and note that such decisions will take into account the Ministry for Housing, Communities and Local Government Guidance and also the Charity Commission Guidance as set out in paragraph 3.15 of this report.
- 2.5 To note and agree to the proposal to approval the installation of signs in Barham Park to inform and to facilitate cycling.

3.0 Detail

- 3.1 Project Officer: The Project Officer is within the Parks Service team within Regeneration & Environment. That is a remit covering also other parks in the Borough. The post includes a continuing role for Barham Park given the special situation of Barham Park being managed by the Barham Park Trust. This role is funded by the Council and is not funded by the Trust.
- 3.2 Security: Recent security, anti-social behaviour and related issues for the period of 1st April 2019 to 31st March 2020 are summarised in the table below:

Date:	Issue	Action	Outcome
April 2019	Rough sleeper in public toilet in Barham park	Referred to St Mungos	Outreach conducted
April 2019	Reports of youngsters (14 to 18) have been congregating in the area. They smoke, probably weed and occasionally drink and always leave a mess behind. They started kicking and eventually broke part of the 1977 original QE II	Referred to WDP for outreach and the SNT for patrols & to investigate criminal damage.	Outreach & patrols conducted

	Silver Jubilee wooden seats.		
May 2019	Reports of street drinking by the bench / littering	Referred to WDP for outreach & SNT for patrols / enforcement. Referred to Neighbourhood Manager to arrange clean up	WDP updated they went to check the location last week, afternoon hours, around 3-4 pm. The cans were cleared by then and we did not see anyone around the location- in fact no street drinkers in the park on the day. Veolia requested the location to be cleared up
June 2019	Reports of teenagers at the location from 3pm - 6pm. Reports of heavy smoking going on, including probably weed and always loads of litter left behind.	Referred to WDP for outreach & schools officer contacted.	Neighbourhood Manager updated it has been decided there is no immediate need to remove the benches as previously requested.
July 2019	SNT reported rough sleepers in the park	Referred to St Mungos	St Mungos & SNT conducted joint outreach along with WDP
Nov 2019	ASB in the park	Neighbourhood Patrol Team tasked to visit hotspot locations including parks as Public Space Protection Order in place covering parks and open spaces	Neighbourhood Patrol Team to enforce on ASB in parks.
Nov 2019	Reports of break-ins	Referred to the SNT	SNT updated as follows:- We do try to visit and speak to all burglary victims. They have found 2 burglaries at location in the last 6 month and a criminal damage.

			<p>One of the suspects was charged and convicted. Individual received 26 weeks suspended sentence.</p> <p>SNT do patrol the park on a regular basis.</p>
Oct 2019	Reports of robberies & groups of young men congregating on benches	Referred to the SNT Referred to the Neighbourhood Manager to consider removing the bench	Patrols conducted by the SNT & they updated as follows:- There has been 2 robberies at location in the last 3 months. . We did have a spike sometimes during the Spring and we did put extra resources into the area including dispersal zones.
Jan 2020	Reports of break-ins at ACAVA's premises within the Barham Park Buildings	Referred to SNT	Suggestion was for improvements to be made to the building to reduce the risk of further break-ins ie:- consider an alarm, lighting, repairing the boarded up window / door and CCTV.
April 2020	Report of rough sleeper	Referred to St Mungos	Client who was sleeping rough in Barham Park is now housed and request made to have the location cleared up.

3.3 Public Space Protection Orders: Public Space Protection Orders were introduced to Brent's parks and open spaces in September 2019 and implementation has been in progress.

3.4 Rough sleepers: Brent Council works with the charity St Mungo's and other partners to reduce rough sleeping and to help people sleeping rough to find accommodation and help appropriate to their needs. During the year St Mungo's were aware of three rough sleepers at Barham Park and were working with all three clients. The information available is that during the winter of 2019/20 all three were offered accommodation at night shelters and each had

either refused or subsequently abandoned the offered accommodation. At the start of the Covid-19 pandemic, all of the clients of St Mungo's at Barham Park were moved into accommodation. However, two have since returned to sleep at or near to Barham Park.

Operational works

- 3.5 Works: Operational grounds maintenance at Barham Park continue to be undertaken by the contractor, Veolia. Other recent works have included making safe and opening a gap in an internal fence between the Events field and the Queen Elizabeth II Gardens to enable easier access by visitors.
- 3.6 London In Bloom: Barham Park Walled Garden achieved a Walled Garden Award (Silver Gilt) in the London in Bloom awards announced in September 2019. The Walled Garden is maintained by Veolia as part of the grounds maintenance contract with the Trust / Council.
- 3.7 Grass and meadows: The Parks Service continue to improve the range of grasslands across the Borough's parks and within individual parks. At Barham Park the grass management includes regularly mown grass particularly alongside paths, at the Events field and in areas of gardens; areas of maintenance grassland where the height is maintained at about 10cm; and areas of meadow grassland. The meadow grassland, located towards the east of the park is a mix of the natural grass allowed to grow longer and the strips that were seeded in 2018/19. The floral element of the seeded areas is less dramatic than in 2019 though the maturity enables some of the perennial species to establish. Also establishing are species dependent upon this habitat including grassland butterflies and Bush Crickets. The Bush Crickets bring a sensation of sound, to add to the visual amenity. The meadow grasslands will be cut in September.
- 3.8 Barham Park building – Operational. The Property team continued to work on maintenance and are currently in discussions concerning repairs to the units occupied by the Veterans Club and by the Friends of Barham Library. This expenditure was from the Trust's unrestricted funds and is included in the accounts for the year 2018/19.
- 3.9 Fire security system. Tenant representatives are briefed at the Occupier's Meetings about the operation of the fire-security system for Barham Park. Tenant organisations can re-brief their own members as required.
- 3.10 Barham Park building Unit 7: Negotiations with the lead tender applicant, the Friends of Barham Library and their proposed partner organisation the Memory Lounge for a Dementia Centre at Unit 7 are continuing. Officers are unclear how the partnership may function in terms of the lease and to this end clarification has been sought for the proposals. The property comprises of two distinct areas the Mess Room and a Store Room. The condition of the Store Room is poor as it was a former stable block. Both areas require a large investment the details of which are under discussion. In support of the refurbishment costs the Friends of Barham Library have indicated that a successful NCIL bid has taken place and this has been confirmed by NCIL Section of the Council.

- 3.11 Barham Park building Unit 8: Members of the Committee are recommended to approve the underletting to the Young Brent Foundation (YBF), subject to the satisfactory clearance of financial checks, with Brent Council (Children and Young People Service) remaining as the leaseholder. Unit 8 at Barham Park has been let by the Trust since 2016 to Brent Council's Children and Young People service pursuant to the current lease and the unit is known as the Children's Centre. The Centre has been managed by the voluntary organisation, Barnardo's. Due to reorganisation and other changes it is proposed for Unit 8 to be under-let to another voluntary sector provider, namely the Young Brent Foundation. The proposal is that Unit 8 would still be used as a children's centre where council staff will be involved in delivering and facilitating children's centre services and furthermore, The Young Brent Foundation would facilitate some of the Children's Centre services (including facilitation of a community toy library and hosting some Dads' group work) to continue to be run at Unit 8 and run workshops for community and voluntary sector providers and strengthen voluntary sector development. Brent Council (Children and Young People) will remain as the leaseholder to the Barham Park Trust. The report to the Cabinet meeting on 14 October 2019 on the development of family hubs makes reference to Unit 8 as the Barham Park Annex and refers to the possible future use for Unit 8 as a community resource by a voluntary sector provider. There is no change to the conditions of the lease between the Trust and Brent Council nor to the annual rent, which Young Brent Foundation will reimburse to the Council's Children and Young People Service. If the Barham Park Trust authorises the sub-letting of Unit 8 as set out above, there will be a licence to underlet between the Trust and the Council whereby the Trust will consent to the Council for the underletting in respect of Unit 8 to the Young Brent Foundation. The lease to Brent Council in respect of Unit 8 will continue until the 27th October 2021 when the current five-year lease expires.
- 3.12 At least two of leaseholders have submitted an application either for a rent abatement or deferment that would need to be reviewed by the Trust.
- 3.13 Unit 2: The Veterans have closed since the 23rd March 2020 lockdown date. The membership age profile consists of those in their seventies and plus. There is real concern there may be incidence of Covid-19 amongst members due to their demographics profile. They are reliant on membership fees for rental payments and this has not been largely obtainable. An application has been received by Officers requesting rent abatement and deferrals over the second and third quarters 2020. The Trust is recommended to review the applications and provide a considered response. There is also a risk the membership may not return by September 2020, which may impact the collection of the fourth quarter rent and this may possibly result in additional requests for rent abatement during the 2020/2021 financial year and possibly beyond.
- 3.14 Units 3, 5, 6, 9 & 10: ACAVA rely on rents collected from their artists' studios. The 23rd March 2020 lockdown had a considerable impact on the studios ability to operate. In one incident police questioned an artist as to whether their work was essential and if they should be operating. Their impact on studio rent collection has been noticeable. ACAVA's position needs to be clarified, but a rent abatement and rent deferral request has been discussed for the second and third quarter. The Trust may want to review the request as otherwise, ACAVA may not be able to sustain their substantial rental contribution to the Trust going forward. The Covid-19 position is still uncertain and additional requests for rent abatement and deferrals may be received during the

2020/2021 financial year and possibly beyond. Were the Trust to be inclined to support ACAVA, the income loss could be considerable to the Trust. There is a risk that other occupiers could submit similar requests, which may compound the Trust finances for 2020/2021 at least.

- 3.15 Any requests for rent abatement and rent deferral will need to be considered upon taking into account the potential impact on the finances of the Trust, in particular the unrestricted funds, and whether this is in the best interests of the Trust. The recommendations section in section 2 of this report makes provision for the delegation of authority to the Operational Director for Environmental Services in consultation with the Chair of the Trust Committee to consider and decide upon requests for rent abatement and deferral during 2020/21 and possibly beyond in respect of the units in the Barham Park Building. When considering such requests, it is proposed that two items of guidance from the Ministry for Housing, Communities and Local Government and the Charity Commission will be taken into account which are set out below:
- (i) The Government's guidance entitled: Code of Practice for commercial property relationships during the COVID-19 pandemic which was published in June 2020 and can be located on the following weblink: <https://www.gov.uk/government/publications/code-of-practice-for-the-commercial-property-sector/code-of-practice-for-commercial-property-relationships-during-the-covid-19-pandemic>
 - (ii) The Charity Commission has provided the following guidance entitled "Manage financial difficulties in your charity caused by coronavirus" which was published on 23 April 2020 and can be located on the following weblink: <https://www.gov.uk/guidance/manage-financial-difficulties-in-your-charity-caused-by-coronavirus>

Works – restricted funding

- 3.16 The Barham Park Trust Committee previously agreed and sought the concurrence of the Charity Commission to spend some of the capital comprising the permanent endowment of the Trust's restricted funds under section 282 of the Charities Act 2011. The Charity Commission gave its concurrence for the Trust to use its restricted funds in respect of £167,000 on 24/01/2019 following the decision of the Trust Committee on 14 January 2019 and subsequently in respect of an additional sum of £10,000 on 17/09/2019 towards the events field drainage survey and design following the decision of the Trust Committee on 3 September 2019.
- 3.17 The table below sets out the agreed expenditure and the expenditure to date from the Trust's restricted funds, with a summary of progress in the paragraphs that follow:

Item of expenditure	Expenditure in GBP (£) approved by Trust Committee and Charity Commission	Cumulative expenditure to date to 04/08/2020
Barham Park Tree Works	62,000	42,330
Schedule of works in respect of all of the existing windows, doors, frames and similar structures of the Barham Park building	10,000	9,713
Events Field Drainage Survey and Design	15,000	10,370
Events Field Drainage Works	90,000	
Total	177,000	62,413

- 3.18 Tree works: A proportion of the mature trees at Barham Park have been accessed as requiring works to improve safety. Additionally, there were minor works required on some other trees, to a few self-seeded trees that have grown close to the Barham Park building and to some trees that were out-shading fruit trees. Care has been taken wherever possible to opt for surgery rather than removal of trees. Following some initial works in the summer of 2019, the main work commenced in the late winter of 2019/20. Works were stalled by the Covid-19 pandemic restrictions, but some works recommenced more recently and will complete in the autumn of 2020. Note that a Weeping Willow near to the Sudbury Town side of Barham Park, which received surgery rather than felling in 2019, has now put on fresh vegetative growth.
- 3.19 Windows: During the year the Windows schedule including details of frames, doors, skylights and other details of the exterior of the Barham Park buildings was undertaken. Those documents formed the basis of a Planning Application for those works to the exterior of the Locally Listed Building and the grant of Planning Approval. The documents and drawings are available on the Brent Council Planning website pages for the application reference 19/3769: https://pa.brent.gov.uk/online-applications/applicationDetails.do?keyVal=DCAPR_147523&activeTab=summary
- 3.20 The windows and exterior works are a need for the fabric of the building, for the security and comfort of the tenants, for energy conservation; and to restore and enhance the visual appearance of the building within the Barham Park setting. Estimates indicate that the works would be best done in a single phase as there will be economies of scale, for example, on the costs of scaffolding. The project has a high cost, with professional estimates of £400,000 to £500,000. This is a higher cost than the Barham Park Trust has available from its own resources. With the technical documents in place, there is a need to seek the funding from grant or other sources.

- 3.21 Events Field drainage: The Barham Park Events Field, on the west (Sudbury Town) side of the park provides space for informal recreation and hosts, typically two visiting fairs each year. Poor drainage can cause problems for the fair in years when there is heavy rainfall in either or both of the spring or the summer. The fair is a significant source of rental income to the Trust. In winter, the Events Field can be water-logged making it un-useable for informal recreation, while also affecting access on sections of the footpath to the west side.
- 3.22 Events Field drainage survey and design: During the year a topographical survey of levels was undertaken, soakaway tests performed and a drainage plan was commissioned consistent with the requirements to high-peak flows into the public surface water system.
- 3.23 Events Field drainage works: At the time of the preparation of this report, documents were being collated with Brent Council's Procurement team to undertake a competitive tender exercise for selecting a contractor to undertake the drainage works.

Works – other funding

- 3.24 Oak tree replacement at west side of Barham Park: At the September 2019 meeting of the Barham Park Trust, the Committee resolved to replace an Oak tree that had had to be felled at the west (Sudbury Town) side of Barham Park. The original Oak tree was the one of a pair of prominent, former hedgerow Oak trees, that had had to be felled due to reasons of safety. Tests had indicated that the second tree could be retained. A suitable tree was sourced from a nursery and the order was about to be placed for delivery and planting in March 2019. The Covid-19 pandemic and lockdown restrictions put a hold on that work. It is now planned for the supply and planting of the tree to be scheduled for the autumn / winter of 2020/21. It was recommended that this cost be met from the operational budget of the Trust.
- 3.25 A Neighbourhood Community Infrastructure Levy grant had previously been granted for the restoration of the Queen Elizabeth II Silver Jubilee Garden in the open, west side courtyard of the Barham Park. The project has been delayed by several technical issues. On the design side, some changes from the 1977 design are necessary due to the subsequent growth of a tree, the need to make for a more even walking surface, and for the strengthening of the central metalwork feature. A fresh competitive tender exercise will be undertaken with the Brent Council Procurement team.
- 3.26 Barham Park Walled Garden Pond: The northern of the two ponds in the Barham Park Walled Garden leaks. In dry weather the water level can drop and it requires topping-up with mains water. A Neighbourhood Community Infrastructure Levy grant enabled a contracted survey and community event in the autumn of 2019 to investigate the condition of the pond. A contractor has now been identified to undertake the clearing of accumulated debris to identify the leak and pricing has been obtained for the repair works. That work is planned for the early autumn of 2020.

Cycling in Barham Park – installation of informative signs

- 3.27 The Committee are asked to recommend the approval to install signs in Barham Park to inform and to facilitate cycling.
- 3.28 On 25th November 2019 a decision was made at full Council to revoke a byelaw regarding cycling in parks with the effect to allow cycling in Brent's parks and open spaces. Detailed surveys and observations of all parks and open spaces covered by the byelaw have been completed to identify any potential areas of conflict between cyclists and other park users, these areas included:
- Entrances
 - play areas
 - outdoor gyms
 - cafes and picnic areas
 - paths that may be too narrow to allow safe sharing of the space, or
 - places with a steep topography that may affect cycling speeds as hills can encourage faster and slower paces.

Where potential conflicts and risks have been identified, mitigation measures are recommended which include; '5mph' signs and surface markings to reduce speed and encourage safe cycling and 'no cycling' signs in areas where the paths are too narrow or close to park facilities. The attached Appendix A includes details of the signs identified for Barham Park and we would appreciate your approval to install the signs.

4.0 Financial Implications

- 4.1 As this report indicates, there have been requests for rent abatement and there may be more requests for rent abatement and/or rent deferrals. In addition, the visiting fair at Barham Park was not held and missed both the usual spring and August visits.
- 4.2 Consequently, there could be a considerable reduction in Trust income during the 2020/21 financial year and possibly beyond. At the same time, the expenditure incurred by the Trust to maintain the park and building have had to continue at similar levels to those of recent years. Rental income accounts for approximately 60% of the Trust's total annual income, with ACAVA contributing circa 75% of the total rental income.
- 4.4 On average, over the last three years, the Trust has generated £100k of unrestricted receipts and incurred £78k worth of unrestricted expenditure. The Trust's unrestricted funds currently stand at £114k. This is the equivalent to eighteen months of expenditure if no income is received. Therefore, careful consideration needs to be given to the decision regarding rent abatement and/or rent deferrals as this would create a considerable shortfall between the income and expenditure of the Trust during 2020/21 and possibly beyond. Alternative sources of income, such as grants or sponsorships, would need to be sought in order to maintain a break-even position.
- 4.5 The "*Code of Practice for Commercial Property Relationships During the Covid19 Pandemic*", which is referred to in paragraph 3.15 above, allows for landlord organisations to have regard to their own financial commitments and fiduciary duties when considering whether to provide support to tenants.

5.0 Legal Implications

- 5.1 The land (including the building) known as Barham Park was given by George Titus Barham on trust to the Council in 1938. The terms of the Trust are “*to preserve the same for the recreation of the public in such manner and subject to such regulations in all respects as the Council may from time to time think proper*”.
- 5.2 The lease between the Barham Park Trust and Brent Council in respect of Unit 8 of the Barham Park Building is due to expire on 27 October 2021 with the Council having rights of renewal under the Landlord & Tenant Act 1954, though such a renewal will require the permission of the Charity Commission. Under the lease in respect of Unit 8, underletting requires the permission of the Barham Park Trust and such permission must not be unreasonably withheld. Under the lease, the authorised use of Unit 8 is as a Children’s Centre within Class D1 of the Town and Country Planning (Use Classes) Order 2005 with such other uses to be subject to the written consent of the Barham Park Trust. If the Barham Park Trust authorises the sub-letting of Unit 8 as set out above, there will be a licence to underlet between the Trust and the Council whereby the Trust will consent to the Council for the underletting in respect of Unit 8 to the Young Brent Foundation.
- 5.3 There are no further specific legal implications other than those already set out in the main body of this report.

6.0 Equality Implications

- 6.1 The proposed projects mentioned in this report will be subject to a screening for equalities impacts and where the potential for adverse impacts is identified, a full equalities impact assessment will be carried out and any requisite mitigating action taken.

7.0 Consultation with Ward Members and Stakeholders

- 7.1 Officers meet regularly with Ward Members.

8.0 Human Resources/Property Implications (if appropriate)

- 8.1 Nothing specific other than noted in this report.

AMAR DAVE
Strategic Director of Regeneration &
Environment

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Brent Park Signs Survey

Group No	Park Name	Location Reference	Photo	Description
5	Barham Park	Harrow Road Entrance before roundabout		1no 5mph sign to be located on guardrail
5	Barham Park	Playground Entrances 1 & 2 and Outside Gym Entrance		3no No cycling signs to be installed on railings by gates
5	Barham Park	Harrow Road Entrance to the right of car park		1no 5mph sign to be located on gate

Brent Park Signs Survey

5	Barham Park	Harrow Road Main Entrance		1no 5mph sign to be located on railings
5	Barham Park	Harrow Road Entrance opposite Royal Mail		1no 5mph sign to be located on new post located in grassed area to right of photo
5	Barham Park	Entrance to walled garden		1no No cycling sign to be located on brick pillar (nr circular path)
5	Barham Park	On pathway (north of walled garden)		1no No cycling sign to be located on new post located in grassed area to left of photo

Brent Park Signs Survey

5	Barham Park	Entrance to garden (north)		1no No cycling sign to be located on pergola wooden support
5	Barham Park	Path leading to pergola (east of garden)		1no No cycling sign to be located on new post located in grassed area to left of photo
5	Barham Park	Entrance to garden (south)		1no No cycling sign to be located on railings
5	Barham Park	Entrance to garden (nearest buildings)		1no No cycling sign to be located on railings

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