



## **MINUTES OF THE BARHAM PARK TRUST COMMITTEE** **Wednesday 7 September 2016 at 6.00 pm**

PRESENT: Councillor McLennan (Chair), Councillors Farah, Pavey, Hirani and Southwood

Also Present: Councillors Perrin and R Patel

### **1. Declarations of interests**

The following interests were declared by Members as Trustees:

- (i) Councillor McLennan declared a personal interest in relation to Agenda Item No.5 (Barham Park Veterans' Club), by virtue of the fact she had been approached by residents of the Club.
- (ii) Councillor Hirani declared a personal interest in relation to Agenda Item No.5 (Barham Park Veterans' Club), by virtue of the fact he too had been approached by residents of the Club.

### **2. Appointment of Vice Chair**

**RESOLVED** that Councillor Krupesh Hirani be appointed as Vice-Chair of the Committee for the remainder of the 2016/2017 Municipal Year.

### **3. Minutes of the previous meeting**

The minutes of the previous meeting, held on Wednesday 27 January 2016 were approved as a correct record.

### **4. Matters arising**

There were no matters arising from the minutes of the previous meeting held on Wednesday 27 January 2016.

### **5. Barham Park Veteran's Club**

The Chair welcomed to the meeting, Mr Ratilal Patel, resident of Barham Park Veterans' Club who had also been invited to speak at a meeting of the Council's Equalities Committee to be held later in September.

The Chair said that the Council's Equalities Team was very happy with the work being carried out at the Club and that the Trust would continue to support the Club by working closely and in partnership with the Club and the Council's Equalities Team.

**RESOLVED** that the Trust celebrate and recognise the achievements of the Club to date and that the Committee receive an update by way of a report, in six months' time.

## 6. **Barham Park Trustees Annual Report 2015-16**

The Trust considered its Annual Report for 2015/2016, which showed that, as at 31 March 2016, the Charity held cash reserves of £457,085 and that, in accordance with the decision of the Trustees, any future receipts would be used for improvements within Barham Park.

The Trust noted the achievements and performance of the Charity during the year and that these were the subject of a separate report and discussion later in the Agenda.

In conjunction with the Annual Report, the Trust also considered an independent examiner's report who was responsible for:

- (a) Examining the accounts under Section 145 of the Charities Act 2011;
- (b) Following the procedures laid down in the general directions given by the Charity Commission under Section 145(5)(b) of the Act; and
- (c) Stating whether particular matters had come to his or her attention.

The Independent Examiner's Statement, contained within his report, highlighted that there had been approximately £20,000 expenditure on repairs and maintenance which, in his view, had not been fully accounted for and which should have been recharged by the Council but was not.

The Statement also highlighted that improvements in processes with regards to the recording of income by Parks Services would be made by the Council's Head of Finance to ensure that all income for the current year, and beyond were being correctly recorded by the Service.

In summary, the Independent Examiner concluded that the requirements to keep accounting records and to prepare accounts which accorded with those records in accordance with the requirements of the Act, had not been met.

In addition, a Trustee said he was uncomfortable with the Trust rolling forward in excess of £400,000 and asked how this money was to be spent.

It was reported that a spreadsheet was to be produced, quarterly, to show any movements incurred.

**RESOLVED** that a report be prepared and circulated to Trustees in good time prior to the next meeting of the Committee to detail any significant movements in income or expenditure.

## 7. **Barham Park Trust Officer Delegations**

The Trust considered a report, which updated Trustees on the current delegation arrangements that related to the Barham Park Trust Management Team, together with a proposal that the day-to-day trustee functions and decision-making of the

Barham Park Trust be delegated to the Council's Operational Director of Environmental Services.

**RESOLVED** that:

- (i) The day-to-day trustee functions and decision-making of the Barham Park Trust, be delegated to the Council's Operational Director of Environmental Services; and
- (ii) The Council's Operational Director of Environmental Services be asked to prepare a monthly report to the Chair of the Committee in order that any issues can be shared with Trustees on a more regular basis.

8. **Property Update, Barham Park Building Complex, 660 Harrow Road, Wembley**

The Trust considered a report, which updated Trustees on property matters in respect of the Barham Park building complex and also sought authorisation of proposals for the completion of leases for Units 2 and 4 therein.

Prior to the report and its recommendations being fully considered, it was **RESOLVED** that Recommendation 2.4 to the report be **AGREED** as follows:

That the Barham Park Trust Property Adviser be authorised to proceed with completing the lease in respect of Unit 2, the Snooker and Billiards Room, with the Barham Park Veterans' Club on terms agreed by the Trust Committee on 28 January 2015.

The Chair welcomed to the meeting, Paul Lorber and Philip Bromberg (Friends of Barham Library) (FOBL), both of whom had requested to speak on this matter.

Mr Bromberg questioned what possible motive the Committee could have for further delaying the lease and urged that the matter be resolved in order that the FOBL could get on with providing good library services there.

**RESOLVED** that:

- (i) The content of the update report regarding the properties at the Barham Park building, be noted;
- (ii) The Barham Park Trust Property Adviser be authorised to proceed with completing the lease in respect of Unit 2, the Snooker and Billiards Room, with the Barham Park Veterans' Club on terms agreed by the Trust Committee on 28 January 2015.
- (iii) The Barham Park Trust Property Adviser be authorised to complete the lease in respect of Unit 4, The Lounge, by 7 October 2016; and
- (iv) In conjunction with Resolution (iii) above, the Barham Park Trust Property Adviser, in consultation with the Chair of the Committee, be authorised to agree the length of the rent-free lease and negotiations on the rent collected by Friends of Barham Library.

9. **Safer Neighbourhood Team**

The Committee was advised of ongoing problems associated with drinking and sleeping rough but that the Safer Neighbourhood Team was working with local organisations and the Police to make the neighbourhood safer.

The Committee thanked officers for the update and **AGREED** that this matter (and Park Matters) be placed as the first two substantive items to be considered on future agendas for meetings of the Committee.

10. **Park Matters**

The Committee was advised that water had gotten into the new gym area but that this had been remedied. Members were also advised that a new drainage system was being installed at the playground, which would mean the playground being closed during the winter months and would reopen in the spring.

The Committee was further advised of tarmac improvements with effect from 19 September 2016 and the installation of wooden type bollards there.

11. **Any other urgent business**

There was no other urgent business.

The meeting closed at 7.40 pm

COUNCILLOR M MCLENNAN  
Chair