



**MINUTES OF THE BARHAM PARK TRUST COMMITTEE**  
**Wednesday 27 January 2016 at 6.00 pm**

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

Apologies were received from: Councillor Southwood

**1. Declarations of interests**

None declared.

**2. Minutes of the previous meeting**

The minutes of the previous meeting were amended by reference to the figures shown in the paper submitted under item 5 on the agenda.

RESOLVED:-

that the minutes of the previous meeting held on 28 October 2015 be approved as an accurate record of the meeting subject to the first line figures in the 2<sup>nd</sup> paragraph of minute 6 being amended to:  
£18,404 - £15795.

**3. Matters arising**

*Presentation by Sudbury SNT*

Trust members requested that Sgt Warren provide an update to her presentation made on 28 October 2015 and thereafter an annual presentation by the SNT be programmed for meetings of the Trust.

An update on the issue of lighting in the park was requested for the next meeting. Trust members acknowledged that there were advantages and disadvantages of lighting the park and asked that the views of the SNT be sought and the suggestion that a specific area of the park would particularly benefit from lighting be addressed.

*Barham Park Trust Annual Report 2014/15*

Members clarified that they wished to see a proposed financial strategy addressing how much money it would be prudent to keep aside for risks and how much was available to invest. Members were reminded that this would be subject to the property investment strategy and that the Trust had previously agreed a plan of expenditure of which some had been carried out and some had yet to be. It was agreed this plan needed to be reviewed.

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

In response to a question, Sarah Choudhry (Property Advisor) stated she would be contacting the Fire Brigade regarding the installation of a fire alarm system. A

request was made that the fire alarm be installed before any occupation of Unit 4 took place.

Trust members discussed the marketing of unit 7 and it was agreed that this should follow the same process as carried out for the ACAVA arrangements subject to a visual inspection by members.

The request was made for members of the trust to be sent details of the marketing of Unit 1 (the Card Room) for them to review if these had not already been published. The point was made that an efficient decision making process was needed for any selection process.

RESOLVED:

- (i) that the marketing of Unit 7 for a use that fulfils the Trust's charitable objectives providing for a leisure related use be approved and the terms of the proposed letting be agreed between the Property Advisor to the Trust and the Chair of the Trust;
- (ii) that expenditure of £13,251 be approved for installation of an integrated fire alarm system throughout the complex of buildings;
- (iii) that the Project Brief for the procurement of a consultant to draw up the Maintenance Profile Plan for the external fabric of the complex of buildings be approved and the Property Advisor to the Trust be delegated authority to agree the final terms of the consultant's commissioning agreement.

## **5. Amendments to 2014/15 Barham Park Report and Accounts**

In explanation of why the figure for income had been reduced upon reviewing the figures, it was explained that a duplicate invoice had been identified and the rental figure had been reduced. The Council's contribution had increased because rental income from ACAVA had originally been set higher and so the Council had had to make up the difference. Members of the Trust expressed disappointment that such explanations had not been forthcoming at its previous meeting. A request was made for the ACAVA rent level to be clarified.

RESOLVED:

- (i) that the changes/amendments to the Barham Park Trust Accounts be noted;
- (ii) that the quarter 2 report for the Trust for 2015/16 be noted.

## **6. Any other urgent business**

None.

The meeting closed at 6.40 pm

M PAVEY  
Chair