



Barham Park Trust Committee

Wednesday 4 December 2024 at 11.00 am

Conference Hall - Brent Civic Centre, Engineers Way,
Wembley, HA9 0FJ

Please note this will be held as a physical meeting which all Trust Committee members will be required to attend in person.

The meeting will be open for the press and public to attend or alternatively can be followed via the live webcast. The link to follow proceedings via the live webcast is available [HERE](#)

Membership:

Members

Councillors:

M Butt (Chair)
M Patel (Vice-Chair)
Donnelly-Jackson
Farah
Krupa Sheth

Substitute Members

Councillors:

Grahl, Nerva, Rubin, x 2 vacancies.

For further information contact: Abby Shinhmar, Governance Officer
Tel:020 8937 2078; Email: abby.shinhmar@brent.gov.uk

For electronic copies of minutes and agendas please visit:
[Council meetings and decision making | Brent Council](#)

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 and Clarification of Alternate Members

For the Committee to note any apologies for absence.

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

The approve the minutes of the previous meeting held on Tuesday 10 September 2024 as a correct record.

4 Matters arising (if any)

To consider any matters arising from the minutes of the previous meeting.

5 Barham Park Trust Annual Report and Accounts 2023 - 24 7 - 22

This item presents the annual report for the Barham Park Trust for 2023 - 24. There is a statutory requirement to produce an Annual Report, including the Accounts each financial year.

Ward Affected:
Wembley
Central

Contact Officer: Benjamin Ainsworth, Head of Finance, Finance, Finance and Resources Department.
020 8937 1731
Benjamin.Ainsworth@brent.gov.uk

6. Exclusion of the Press & Public

No items have been identified in advance of the meeting that will require the exclusion of the press and public.

7. Any Other Urgent Business

Notice of items to be raised under this heading must be given in writing to the Deputy Director Democratic Services or their representative before

the meeting in accordance with Standing Order 60.

Date of the next meeting: **To be arranged as required**



Please remember to set your mobile phone to silent during the meeting.

- The meeting room is accessible by lift and seats will be provided for members of the public. Alternatively, it will be possible to follow proceedings via the live webcast [HERE](#)



MINUTES OF THE BARHAM PARK TRUST COMMITTEE
Held in the Conference Hall, Brent Civic Centre on Tuesday 10 September
2024 at 10.00 am

PRESENT: Councillor M Butt (Chair), M Patel (Vice-Chair) and Councillors Donnelly-Jackson, Farah and Nerva.

Also Present: Councillor Lorber

1. **Appointment of Chair and Vice Chair for 2024-25**

RESOLVED to confirm the appointment of Councillor Muhammed Butt as Chair and Councillor Mili Patel as Vice Chair of the Trust Committee for the 2024-25 Municipal Year.

2. **Apologies for Absence and Clarification of Alternate Members**

Apologies for absence were received from Councillor Krupa Sheth, with Councillor Nerva attending as a substitute.

3. **Declarations of Interests**

No interests were declared at the meeting.

4. **Minutes of the Previous Meeting**

RESOLVED that the minutes of the previous meeting held on Wednesday 24 January 2024 be agreed as a correct record.

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

None.

6. **Barham Park Trust Annual Report and Accounts 2023-24**

The Trust Committee were advised that consideration of the Trust Accounts and Annual Report 2023-24 had been withdrawn from the agenda and would be resubmitted for consideration at an additional meeting of the Trust to be arranged for that purpose.

7. **Barham Park Strategic Property Review**

Tanveer Ghani, Director Property and Assets introduced a report updating the Trust on the strategic options identified for addressing current challenges in relation to the Barham Park Estate in order to enhance and support delivery of the Trust's charitable purposes on a sustainable long term basis.

In recognising the operational and financial challenges identified in terms of the ongoing management and viability of the Estate, members were reminded that the

Trust Committee had authorised the appointment of an architect in January 2022 to comprehensively review the Estate. The goal was to develop options that would meet the needs of current and future occupants while creating a more welcoming, safe, accessible and functional building and park. Following presentation of the original feasibility study to the Trust Committee in September 2023 three options had been identified as a means of revising the Estate and providing a balance between potential commercial, retail and community use going forward. These had been detailed in section 3 of the report based on:

- Bronze – minimum interventions to optimise space;
- Silver – more significant internal interventions and additional space; and
- Gold – significant interventions, including external building extensions.

The Trust Committee were advised of the supporting options appraisal undertaken in terms of developing a recommended way forward, which had been designed to take account of the Estate's current usage and financial efficiency of each option in terms of level of investment required. Having assessed the options identified, the preferred option recommended to the Trust had been the Bronze proposal. This had been on the basis of its assessed financial efficiency and also focus on quality of space and more flexible and sustainable use of units that would be provided including the provision of community space.

The Trust Committee were advised that the report also outlined the key risks needing to be considered in terms of the approach adopted moving forward, which included not only the revenue position of the Trust but also need to identify the necessary investment in terms of development costs and also need to secure consent from the Charity Commission to amend the Trust's charitable purpose. This would be required in order for the Trust to engage in activities outside their existing objectives that would support an expansion in permitted uses for the Barham Estate building in order to attract a broader range of tenants (including commercial) enabling its use to be optimised in support of the Trust's objectives.

In terms of provisional costs relating to delivery of the bronze option, the Trust Committee noted these would involve interventions, such as refurbishing and removing partition walls, to improve the space's attractiveness, accessibility, and functionality with the estimated cost identified as £1.7m requiring income generation of £160,707 per annum. When assessed against the Silver and Gold options this had been identified as providing the most prudent and sustainable choice given the level of investment and supporting income required as well as the ability to achieve a more balanced use between commercial and the protection of community space.

In terms of wider engagement and consultation, the Trust Committee was advised that subject to approval of the development option, the process moving forward would involve engagement and focussed consultation with tenants and users of the building on the bronze option based on the further details provided within section 3.24 – 3.27 of the report.

In thanking Tanveer Ghani for presenting the report, Councillor Muhammed Butt (as Chair of the Trust) also took the opportunity to acknowledge the various correspondence received in relation to the review process and thanked those who submitted them for their representations.

In terms of comments raised by the Trust Committee clarification was sought on the proposed level of income identified as required to support delivery of the bronze option, which it was confirmed would be required to cover repayment of the initial capital investment to deliver the proposed redevelopment works as well as to cover the costs for ongoing maintenance and improvement of the building and Estate. In support of this approach, it was proposed that implementation would be undertaken on a phased basis beginning with decisions being sought on a number of operational property related matters (dealt with under item 8 on the agenda) in terms of regularising leases, carrying out urgent repairs and, subject to Charity Commission approval, expanding the permitted uses to attract a broader range of tenants to improve cash flow. This phased and incremental investment approach had been designed to address immediate concerns whilst providing the basis to support sustainable long-term growth and was felt to present the most responsible, pragmatic and strategic path forward for the future vision of Barham Park.

In supporting the approach identified, the Trust Committee **RESOLVED**:

- (1) In relation to the Strategic Property Review options outlined within the report, to adopt development option 1 (bronze) with redevelopment and strategic investment beginning in 2031.
- (2) To authorise officers to develop proposals for expanding the Trust's charitable purposes to be submitted for approval to the Charity Commission to allow broader uses of the buildings and bring a report on the proposals to a future Trust Committee meeting.

8. **Operational Property Matters Relating to Barham Park**

Denish Patel, Head of Property, introduced a report which provided an overview of the Barham Park Estate building's condition, summarising the essential findings and recommendations from a recent Building Survey regarding necessary repairs and associated costs in the short, medium, and long term which also were designed to enable the operational activities required to support delivery of the overarching property strategy by 2031 to be undertaken.

In outlining the operational activities on which decisions were being sought, The Trust Committee was advised these included:

- transfer of the current delegated authority for the day-to-day management of the Barham Park Estate from the Director for Environmental Services (now Director, Public Realm) to the Director of Property and Assets in order to reflect a recent Council senior management restructure.
- the following landlord activities (aligned with delivery of the strategic redevelopment option approved by the Trust in 2031) to ensure that vacant units were available as required whilst income was maintained for the Trust:
 - Lease Renewals for Unit 1 (Tamu Samaj UK), Unit 2 (Veterans' Club (Wembley), and Unit 8 (Brent Council - Children Centre);
 - Vacant Unit 7 Re-activation for "meanwhile use" reflecting a flexible and pragmatic approach towards use of the unit with an alternative temporary use to be sought if agreement could not be reached with Friends Of Barham Library;

- Implementation of Service Charges and a more robust programme of rent arrears management;
- Undertaking essential repairs to the Barham building valued at £269k (as detailed in section 3.20 – 3.26 of the report) in order to ensure the building remained safe and functional and mitigate the need to address more significant and expensive issues in the future whilst also ensuring compliance with the necessary safety standards and reducing the financial burden on the future redevelopment.

The Trust Committee were also asked to note the position regarding ongoing negotiations regarding a potential amendment to the restrictive covenants on 776 and 778 Harrow Road. Members were reminded the current owner had obtained planning permission for development of the site and was now seeking to negotiate the necessary changes to the restrictive covenant on the site with any funds generated as a result becoming available for use by the Trust to support future works and the proposed redevelopment activity.

In terms of the Trust's current financial position, members were advised of the financial constraints currently impacting on its operation with the reliance on restricted funds no longer felt to be a sustainable long-term solution and the operational property activities therefore outlined in the report (including the expansion of revenue streams through broadening tenancy options, implementation of service charges, effective arrears recovery, lease renewals, and potentially unlocking income from covenant modifications) recognised by the Trust Committee as necessary to support ongoing delivery of their charitable objectives and longer term plans and the proposals designed to balance the need for ongoing operational viability, short-term financial stability and property management with the broader strategic objective of redevelopment in 2031.

Having outlined the specific proposals, the Trust Committee was advised of the plans by officers to make direct contact with each tenant to discuss individual concerns and provide further detail on the timetable for consultation and what that process would involve with the consultation designed to provide a framework within which further information could be shared and concerns addressed proactively with all tenants. Given views already expressed by tenants the Trust Committee advised they were keen to ensure this process was commenced as soon as possible.

In thanking officers for their ongoing work and acknowledging the efforts being made to transform use of the Estates assets to enable continued community and public benefit in line with its charitable objectives, the Trust Committee **RESOLVED** to:

- (1) Delegate day-to-day Trustee functions and decision-making authority to the Director of Property and Assets, replacing the Director, Public Realm (formerly the Operational Director for Environmental Services, as detailed within paragraph 3.4 of the report.
- (2) Authorise the Director of Property and Assets to renew the expired leases for Units 1, 2, and 8 and regularise any associated subtenancies, as outlined in paragraph 3.7 of the report.

- (3) Authorise the Director of Property and Assets to let Unit 7 for meanwhile use as outlined in paragraph 3.8 of the report.
- (4) To approve the use of restricted funds, under existing Charity Commission permissions, to carry out essential repairs (year one) identified in the Watts analysis, valued at £269k plus professional fees, ensuring the building remains safe and compliant, as detailed within paragraphs 3.20 to 3.26 of the report.
- (5) Note that the Director of Property and Assets will implement service charges for all tenants under their lease terms, starting from the 2025-26 fiscal year, as detailed in paragraph 3.9 of the report.
- (6) Note that the Director of Property and Assets will continue negotiations with Zenaster Properties Ltd for the potential amendment to the restrictive covenant at 776 and 778 Harrow Road, as outlined in paragraph 3.12 of the report.
- (7) Note that the Director of Property and Assets will finalise terms, submit necessary applications to the Charity Commission, address any related issues, and, if required by the Charity Commission under Section 283 of the Charities Act 2011, provide public notice of this resolution.
- (8) Note that the Director of Property and Assets will seek to agree on repayment plans with tenants in arrears, which may include re-gearing leases to ensure sustainability. If an agreement cannot be reached or a default occurs, leases may be terminated for breach, as detailed within paragraph 3.10 of the report.
- (9) Authorise the Director of Property and Assets to seek the consent of the Charity Commission where required to fulfil the recommendations in this report.

9. **General Update Report**

Leslie Williams (Projects Officer, Parks Service) introduced the report providing an update on operational issues at Barham Park along with current progress on a range of projects.

Members were provided with operational updates in relation to the following issues:

- The resumption of the full range of activities in the tenanted units within the Barham Park building following the pandemic, with officers (on behalf of the Trust) thanking the tenant organisations and volunteers for their support in organising a range of community events.
- Park events – as detailed within section 3.2 - 3.7 of the report, with members having noted and welcomed the range of events successfully hosted within the Park including Irvin's Fun Fair, a range of events being hosted through Barham Library including health and wellbeing activities and support for people with dementia, a community bulb and tree planting event and health related walks and activities.
- Security and anti-social behaviour - as detailed within section 3.8 – 3.9 of the report, with the Trust Committee noting the continued focus in addressing litter

- and (although reduced) anti-social behaviour focussed around the building along with the impact arising from introduction of the Public Space Protection Order within parks and open spaces across the borough.
- General operational works – Members noted the change in the contractor appointed to undertake operational grounds maintenance works which, with effect from 1 August 2023, had changed from Veolia to Continental Landscapes Ltd with the Barham Park Walled Garden having been entered into the London in Bloom Awards for 2024.
 - Grass and meadows - with members noting the continued progress and improvements being made to the range of grasslands and associated wildlife within the park, as detailed within section 3.12 of the report and welcoming its contribution to the Council's wider biodiversity and climate change activities.

In addition to the operational issues identified above, members also received updates in relation to the following specific issues:

- The progress being made in relation to works previously approved through the Trust's Restricted Funds, as detailed within section 3.14 – 3.18 of the report. These included the works being undertaken to maintain trees across the Estate, introduce enhanced events field drainage and renovate and edge existing pathways.
- The progress in relation to the funding of other works associated with planting and maintenance of open woodland, the Queen Elizabeth II Silver Jubilee Garden (including additional planting undertaken by the Community Library in the central "well" feature), the rebuild of the wooden pergola and further restoration works to the Walled Garden Pool as detailed within section 3.19 – 3.22 of the report.

As no further issues were raised, Councillor Muhammed Butt (as Chair) thanked officers along with tenant organisations, volunteers and users of the park for their efforts in supporting the maintenance and management of the park and facilities given their importance as a community asset.

As no further issues were raised it was **RESOLVED** to note the updates provided within the report.

10. **Exclusion of the Press & Public**


There were no items that required the exclusion of the press or public.

11. **Any Other Urgent Business**

No items of urgent business were raised at the meeting, with members noting that further meetings of the Trust Committee would be arranged as required moving forward during the year.

The meeting was declared closed at 10.22 am

COUNCILLOR MUHAMMED BUTT
Chair

 Brent	Barham Park Trust Committee 4 December 2024
Report from Director of Property and Assets	
Annual report and Annual Accounts 2023-2024	

Wards Affected:	Wembley Central
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 1: Barham Park Trust Committee Annual Report 2023-24 Appendix 2: Barham Park Accounts 2023-24 Appendix 3: Barham Park Trust - Independent Examination Report 2023-24
Background Papers:	None
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	Benjamin Ainsworth, Head of Finance, Finance and Resources Department. Tel: 020 8937 1731 E-mail: Benjamin.Ainsworth@brent.gov.uk Ravinder Jassar, Deputy Director of Finance, Finance and Resources Department. Tel: 020 8937 1487 E-mail: Ravinder.Jassar@brent.gov.uk

1 Purpose of the Report

1.1 This report presents the annual report for the Barham Park Trust for 2023-24. There is a statutory requirement to produce an Annual Report, including the Accounts, each financial year and submit to the Charity Commission by 31 January.

2 Recommendation

For the Barham Park Committee to:

- 2.1 Approve the Annual Report and Barham Park Trust's Accounts for 2023-24.
- 2.2 Note the Independent Examiner's Review of Barham Park Trust's Accounts for 2023-24.
- 2.3 Authorise officers to update the Charity Commission with the Annual Report and the Accounts for 2023-24 of Barham Park Trust.

3 Detail

Annual Accounts for 2023-24

- 3.1 The Annual accounts for 2023-24 have been prepared on a receipts and payments basis using the template provided by the Charity Commission.
- 3.2 The accounts have been subject to an independent examination by the Council's Head of Internal Audit. The Independent Examiner's Report is attached to this report and is set out in Appendix 3. There were no recommendations raised. An independent examination contrasts significantly to that of an 'audit', as an independent examination is a form of external scrutiny that provides a limited check on specific matters. The 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 seeks explanations for any such matters. The procedures undertaken as part of the examination do not provide all the evidence that would be required in an audit.
- 3.3 Every year, an interest charge is calculated on the average cash balance held by the Trust and it has previously been agreed at 2%. In some years this rate was higher than the Council obtained but the Council wanted to ensure that the Trust is treated fairly. As a result of considerable fluctuations in interest rates, the interest rate for 2023-24 was calculated using the Council's average prudential borrowing rate for that year, which was 4.96%. In addition, as indicated last year, in order to improve transparency, an application for a new separate bank account to be opened for the Trust has been submitted to the Council's banking services provider, NatWest, so that its funds are held separately from the Council in an interest-bearing account. Any arrangements and transactions with the Council will be reviewed and actioned via bank transfers.
- 3.4 The 2023-24 annual accounts were withdrawn from the Committee meeting held on 10th September 2024, as the Council followed professional advice and sought clarity from the Charities Commission on whether interest earned on restricted funds should be allocated to restricted funds. Although the Trust is not confined by the Charities Statement of Recommended Practice (SORP) FRS 102 due to its size, the guidance from the SORP is considered to be best practice. In reference to the guidance and the advice received from the Commission, interest earned on restricted funds is allowable on expenditure in line with the terms of the Trust. Therefore, no amendments are required to the accounts originally submitted. The categorisation of interest is dependent on the use of the interest received. To enhance transparency, the interest earned on restricted funds has

been recorded under restricted funds. A transfer between funds has then been entered to move this to unrestricted funds to reflect its use on Maintenance and Wardens, in line with the terms of the Trust to which the endowment funds are subject to. 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”. Alternatively, the Trust could record a payment in the restricted funds for Maintenance and Wardens in line with the terms set out in the Trust, to offset the income received from the interest allocated to restricted funds. It is important to note that this does not impact the cash funds recorded within each fund at the end of the financial year. It is also the understanding from officers that a restatement of the accounts is not required as the transfer between funds is for presentational purposes only. Further advice has been sought from the Charities Commission on whether prior accounts need to follow the same treatment.

Annual Report for 2023-24

- 3.5 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 repairs and improvement works to the park and ongoing work to secure tenants for the various buildings on the site.
- 3.6 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. The independent examination is a form of external scrutiny that provides a limited check on specific matters and it is carried out in accordance with the general directions given by the Charities Commission. It is different from an audit. In 2023-24 the Trust generated £129,118 in receipts and incurred payments of £66,095, with the number of transactions limited to just three payments and receipts from just seven organisations. A cost of an audit will be considerably disproportionate to the size of the charity and the transactions that flow through the accounts each year.
- 3.7 In 2023-24, the Trust incurred costs of £59,670 on maintenance and repairs of the building complex and the park, as well as £3,125 on insurance. An additional £3,300 cost was incurred on consultancy, which consisted of a payment for surveyors fees and a payment on architectural drawings. These payments were funded from the receipts generated in-year.
- 3.8 The Trust generated £65,800 from rental charges, which included a £44,500 cash advance from the Council. It also generated £33,941 from funfair receipts, this was slightly less than 2022-23 as fewer funfair days were booked. The Trust earned £17,516 in interest on their restricted funds and £11,861 on their unrestricted funds.
- 3.9 As at 31 March 2024, there was £44,500 in rental income owed to the Trust in relation to rents for the period between 1 April 2023 and 31 March 2024. The

Council provided a £44,500 cash advance for the Trust in order to aid the Trust's cashflow position and avoid a potential detrimental impact of uncollected receipts on the Trust's financial position. This cash advance has been recognised as debt on the Council's side and debt recovery officers are actively pursuing it. As at 31 October 2024, £23,585 (53%) of the £44,500 rental income due had been collected.

- 3.10 As at 31 March 2023, the rental income owed to the Trust but uncollected for the period between 1 April 2022 and 31 March 2023 was £39,625, of which a net £27,092 (that included a £12,533 payment that was due but not yet paid) cash advance had been provided by the Council. As at 31 March 2024, £23,260 (58.7%) of the £39,625 had been collected. As at 31 October 2024, £36,289 (91.7%) of the £39,625 had been collected. There are no other outstanding rental income due from prior years. In order to recognise uncollected income, that is being pursued by the Council, in the Trust's accounts, for transparency purposes, £60,865 (£44,500 relating to 2023/24 and £16,365 relating to 2022/23) has been entered in Section B against under 'Other Monetary Assets' within the 2023/24 accounts.
- 3.11 As an invoice becomes overdue officers will be actively chasing the outstanding payments. The Trust is working collaboratively with tenants to resolve any arrears through payment plans and negotiation. This approach has been more effective in ensuring that tenants can recover and meet their obligations over time, without the burden of accruing late fees. To prevent significant arrears from arising each tenant has a forfeiture clause as standard within their lease agreements, which can result in an eviction.
- 3.12 The Trust has achieved an overall surplus of £63,023, net of receipts and payments, and increased its total cash funds. As at 31 March 2024, the Trust had £285k in unrestricted funds and £353k in restricted funds.
- 3.13 Following approval by the Trust Committee, the annual report and accounts for 2023/24 will be submitted to the Charity Commission – the deadline for submission is 31st January 2025. In practice the documents are submitted shortly after the Trust committee meeting.

Comparison between 22-23 and 23-24

- 3.14 Overall payments has decreased by £6,916 when compared to last year. This is predominantly because last year there were additional one-off costs incurred to commission a feasibility study to consider the use of the Barham Park building and its condition in the long-term.
- 3.15 Total receipts show an increase of £37,511. This is partly due to a £19k increase in the interest earned due to higher interest rates applied. In addition, there was a £17k increase in rents, as last year some rents were paid in advance which resulted in a £32k decrease in 2022-23.

Restricted funds

- 3.16 The restricted funds balance as at 31st March 2024 remains at £353,152. In order for the restricted funds to be spent, this needs to be approved by both the Committee and the Charity Commission. The Committee needs to be satisfied that the proposed use of the restricted funds is in accordance with the terms of the Trust.

4 Financial Considerations

- 4.1 Financial implications are included in the body of the report.

5 Legal Considerations

- 5.1 In accordance with the Charities Act, the Trust Committee must ensure that accounting records are kept in respect of the charity which are sufficient to show and explain all the charity's transactions, and prepare a statement of accounts.
- 5.2 If a charity's gross income in any financial year does not exceed £250,000, the charity trustees may, in respect of that year, elect to prepare — (a) a receipts and payments account, and (b) a statement of assets and liabilities, instead of a statement of accounts.
- 5.3 An independent audit of financial statements is required if the charity's gross income in that year exceeds £1 million, or the charity's gross income in that year exceeds £250,000 (the accounts threshold) and at the end of the year the aggregate value of its assets (before deduction of liabilities) exceeds £3.26 million.
- 5.4 Where those thresholds do not apply and the Charities gross income in a financial year exceeds £25,000, the accounts of the charity for that year must, be examined by an independent examiner, and that independent person can be someone who is reasonably believed by the trustees to have the requisite ability and practical experience to carry out a competent examination of the accounts.

6 Equity, Diversity & Inclusion Implications

- 6.1 None.

7 Consultation with Ward Members and Stakeholders

- 7.1 None.

8 Human Resource/Property Implications (if appropriate)

- 8.1 None

9. Climate Change and Environmental Considerations

- 9.1 None other than those identified within the main report.

10. Communication Considerations

10.1 None other than those identified within the main report.

Report sign off:

Tanveer Ghani

Director for Property and Assets



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 04	Year 2023		Day 31	Month 03	Year 2024

Section A Reference and administration details

Charity name Barham Park Trust

Other names charity is known by Barham Park Trust

Registered charity number (if any) 302931

Charity's principal address Brent Civic Centre, Engineers Way

Wembley

Middlesex

Postcode

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)

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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.

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 July 2022 and this included a wide range of information including governance, conflicts of interest and public benefit.

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.

During the year of 2023-24, the Barham Park Trust met twice in September 2023 and once in January 2024. The Trust considered the annual report and accounts for the year 2022/23, a summary of operational matters, outputs of a review, a review of the Trust governance arrangements and a strategic property review. Details of the meetings and decisions are available on the Brent Council website at [Browse meetings - Barham Park Trust Committee \(brent.gov.uk\)](https://www.brent.gov.uk/browsethebarhamparktrustcommittee)

The Trust’s tenants, primarily of the Barham Park building, had largely resumed their regular activities following the Covid pandemic. The tenants include ACAVA (Association for Cultural Advancement through Visual Art), the Friends of Barham Library (Community Library), Tmu Samaj (Nepalese Community Centre), the Veterans, and the Children’s Centre occupied by Young Brent Foundation. Some of the tenants also organised a range of activities for the wider public, particularly those organised through the Community Library.

Within the park, a visiting funfair was hosted for two visits during the spring and summer of 2023; and contributes towards the funding of the Trust.

The park hosted a number of community events during the year; and a weekly walking for health group.

Walks were organised for the formative Friends of Barham Park groups. A bulb planting event was organised with the public and community groups, attended by the Chair of the Trust and by Ward Councillors.

The role of community organisations and volunteers in the life of Barham Park and in organising many of the above activities is acknowledged.

Thank you for your time and for all that you contribute to Barham Park.

A range of maintenance repairs were undertaken to the building and also following a series of break-ins during 2023. More strategically, the renovation needs of the building are being reviewed and considered by the Barham Park Trust.

Within the park, the establishment of plants continued in the restored Queen Elizabeth II Jubilee Garden, the wooden pergola was rebuilt; and works continued on pond and tree features. These projects were funded by NCIL (Neighbourhood Community Infrastructure Levy) grants funded by Brent Council. Additionally, there were repairs to stonework and to hard-standing within the park.

The park of Barham Park continued as one of the most visited parks within the Brent area. The park has features including a Walled Garden, other gardens, trees and open woodland, amenity grassland and a meadow, a children's playground and an outdoor gym. A Remembrance Day event was held in November 2023. The Barham Park Walled Garden achieved a Silver Gilt award in the London in Bloom 2023.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The Barham Park Trust continued to maintain Barham Park for visitors from local areas of Brent and from elsewhere. The Barham Park building hosted tenants of community organisations. The Park and building hosted several events. Barham Park also provides a range of landscaping and biodiversity.

Restoration work continued on several features in the park, while the Barham Park Trust is conducting a review of the building and how best to maintain the building into the future.

Section E

Financial review

Brief statement of the charity's policy on reserves

As at 31 March 2024 the charity held cash reserves of £638,206. Out of this total sum of £638,206, the sum of £285,054 relates to unrestricted funds and the sum of £353,152 relates to restricted funds. There was no expenditure from the Trust's restricted funds in the 2023/24 financial year up to 31 March 2024.

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)	Tanveer Ghani	
Position (eg Secretary, Chair, etc)	Director for Property and Assets: Officer with delegated authority to deal with day to day trustee functions of the Trust.	

Date



Receipts and payments accounts

For the period from	Period start date 01/04/2023	To	Period end date 31/03/2024
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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		-	-	-	-
Property Rental Income	-	-	-	-	-
Ad-hoc lettings	-	-	-	-	-
Fun Fair	33,941	-	-	33,941	36,337
Car Parking	-	-	-	-	-
Catering Rights	-	-	-	-	-
Rental Income - Virgin Media	-	-	-	-	4,875
Rental Income - Other	10,000	-	-	10,000	1,625
Brent Council Contribution	-	-	-	-	-
Children Centre	11,300	-	-	11,300	11,300
Interest earned	11,861	17,516	-	29,377	10,378
Cash Advance	44,500	-	-	44,500	27,092
Other	-	-	-	-	-
Sub total (Gross income for AR)	111,602	17,516	-	129,118	91,607
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	111,602	17,516	-	129,118	91,607
A3 Payments					
Maintenance and Wardens	56,000	-	-	56,000	55,375
Premises - Utility	-	-	-	-	-
Premises - Insurance	3,125	-	-	3,125	2,500
Premises - Security	-	-	-	-	-
Premises - Cleaning	-	-	-	-	-
Premises - Repairs and Maintenance	3,670	-	-	3,670	-
Premises - Other	-	-	-	-	-
Supplies and Services	-	-	-	-	-
Waste Disposal	-	-	-	-	-
Trees - felling and planting	-	-	-	-	-
Machinery Repairs	-	-	-	-	-
FM running Costs	-	-	-	-	-
NNDR	-	-	-	-	-
Surveys	-	-	-	-	-
Consultancy	3,300	-	-	3,300	8,711
General contingency	-	-	-	-	-
Sub total	66,095	-	-	66,095	66,586
A4 Asset and investment purchases, (see table)					
Buildings Refurbishments	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	66,095	-	-	66,095	66,586
Net of receipts/(payments)	45,507	17,516	-	63,023	25,021
A5 Transfers between funds	17,516	- 17,516	-	-	-
A6 Cash funds last year end	222,031	353,152	-	575,183	550,162
Cash funds this year end	285,054	353,152	-	638,206	575,183

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		285,054	353,152	-
		-	-	-
		-	-	-
	Total cash funds	285,054	353,152	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Rental Income due to the charity	60,865	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Barham Park Building Complex	Endowment fund	-	939,071
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

Barham Park Trust

2023-24 accounts: Independent Examiner's Report

1 Introduction

1.1 I report on the accounts of Barham Park Trust ("the Trust") for the period 1st April 2023 to 31st March 2024.

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 therefore my responsibility as the independent examiner 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 and scope of independent examiner's report

3.1 The independent examination was carried out in accordance with the general directions given by the Charities Commission.

3.2 An independent examination is a form of external scrutiny that provides a *limited check* on specific matters. The 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 seeks explanations for any such matters.

3.3 An independent examination contrasts significantly to that of an 'audit' and should therefore not be mistaken as such. The procedures undertaken as part of the examination do not provide all the evidence that would be required in an audit, and consequently, I do not express an audit opinion on the view given by the accounts. For the avoidance of doubt, I do not express an opinion as to whether the accounts give a 'true and fair view'.

4 Independents Examiner's statement

4.1 In connection with my examination, no matter has come to my attention:

- 1) Which gives me reasonable cause to believe that in any material respect the following requirements:
 - To keep accounting records in accordance with section 130 of the 2011 Act; and

- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

- 2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Darren Armstrong CMAA, CIA
Deputy Director Organisational Assurance and Resilience (Head of Internal Audit)

London Borough of Brent
Brent Civic Centre
Engineers Way,
HA9 0FJ

5th August 2024