



**Barham Park Trust Committee**  
1st September 2021

**Report from Strategic Director  
Regeneration and Environment**

**ANNUAL REPORT AND ANNUAL ACCOUNTS 2020-2021**

<b>Wards Affected:</b>	Sudbury
<b>Key or Non-Key Decision:</b>	Non-key
<b>Open or Part/Fully Exempt:</b> (If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)	Open
<b>No. of Appendices:</b>	Three Appendix A: Trustee's Annual Report Appendix B: Trust Annual Accounts 2020-21 Appendix C: Independent Examiner's Report
<b>Background Papers:</b>	None
<b>Contact Officer(s):</b> (Name, Title, Contact Details)	Olga Bennet, Head of Finance, Finance, Chief Executive's Office. E-mail: <a href="mailto:Olga.Bennet@brent.gov.uk">Olga.Bennet@brent.gov.uk</a> Tel: 0208 937 3337

## 1 Purpose of the Report

- 1.1 This report presents the annual report for the Barham Park Trust for 2020/21. There is a statutory requirement to produce an Annual Report, including the Accounts each financial year.

## 2 Recommendation

For the Barham Park Trust Committee to:-

- 2.1 Approve the annual report and the Barham Park Trust's Accounts for 2020/21.
- 2.2 Note the Independent Examiner's Review of the Barham Park Trust's Accounts for 2020/21.
- 2.3 Authorise officers to update the Charity Commission with the Annual Report and the Accounts for 2020/21 of the Barham Park Trust.
- 2.4 Authorise officers to prepare a financial strategy in respect of the Barham Park Trust for consideration at a future meeting of the Trust Committee.

### **3 Detail**

#### Annual Report for 2020/21

- 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 2020/21 the Trust incurred expenditure of £96,283 on maintenance of the building complex and the park. This is made up of £60,383 of unrestricted funds expenditure and £35,900 of restricted funds. The Trust generated £81,300 receipts from rental income and interest earned.
- 3.5 This includes rental income that is due but has not yet been paid. The majority of rental income for 2020/21 is still outstanding. The cumulative rental income due but not paid as at 31 March 2021 was £76,291.
- 3.6 This means that as at 31 March 2021, the Trust had assets of:
- (i) £58k unrestricted funds cash
  - (ii) £353k restricted funds cash
  - (iii) £76k rental income due but not yet received (unrestricted funds)
  - (iv) £939k valuation of Barham Park Building Complex
- 3.7 This means that if the rental income arrears are not received, the Trust would have only £58k of unrestricted cash. If the arrears continue building up, the £58k would be enough to cover around 12 months of maintenance and wardens costs.
- 3.8 Due to the low levels of unrestricted cash, it is necessary for a financial strategy to be developed for the consideration of the Trust Committee to ensure that the Trust is able to operate on a sustainable basis for the long-term. This explains the inclusion of paragraph 2.4 above in the recommendations section of this report.
- 3.9 Following approval by the Trust Committee, the annual report and accounts for 2020/21 will be submitted to the Charity Commission – the deadline for submission is 31 January 2022.

#### Comparison between 19/20 and 20/21

- 3.10 General expenditure on the running and maintenance of the park and buildings increased by £1,376 compared to 2019/20 and income decreased by £19,374. The decrease in income arose because of the inability for the Park to host any fun fair

events because of the Covid-19 pandemic. In 2019/20 the Park earned £20,874 from hall hire, fun fair & ice cream concessions.

- 3.11 The restricted funds expenditure has increased from £27,313 in 19/20 to £35,900 in 20/21.

### Restricted funds

- 3.12 The restricted funds balance as at 31<sup>st</sup> March 2021 is £353,152. In order for restricted funds to be spent, this expenditure needs to be approved by both the Committee and the Charity Commission. The Committee needs to be satisfied that the proposed expenditure of the restricted funds is in accordance with the terms of the Trust.

- 3.13 In 2019 the Barham Park Committee and the Charity Commission approved £177,000 of restricted funds expenditure. Out of this approved amount, £63,000 has been spent, which leaves £113,000 of approved expenditure remaining to be spent.

- 3.14 Of this amount, £95,000 has been allocated to be spent on drainage work for the events field. The remaining £19,000 is allocated to Tree Works. However, these works, originally forecast at £62,000 have come in under budget at £43,130, which was spent across the 19/20 and 20/21 financial years, and consequently there are no immediate plans to spend these remaining funds. Therefore, after the drainage work allocation has been spent, the restricted funds balance would reduce to £258,000.

### Accounts for 2019/20

- 3.15 At the previous Trust Committee meeting on 1 September 2020, the Committee delegated authority to the Operational Director for Environment Services to make any minor adjustments to the accounts arising from the query on expenditure on utilities that was identified by the Independent Examiner, and thereafter, to file the Trust's accounts for 2019/20 with the Charity Commission. Officers can confirm that after further clarification, no amendments or adjustments to the accounts that were submitted to the Trust Committee in September 2020 were necessary and the Trust's 2019/20 accounts were subsequently filed with the Charity Commission.

## **4 Financial Implications**

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

## **5 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 Equality Implications**

- 6.1 None.

## **7 Consultation with Ward Members and Stakeholders**

- 7.1 None.

## 8 Human Resource/Property Implications

8.1 None

**Report sign off:**

**CHRIS WHYTE**

Operational Director of Environmental Services.