



# Trustees' Annual Report for the period

|             |           |                   |              |           |                 |             |              |
|-------------|-----------|-------------------|--------------|-----------|-----------------|-------------|--------------|
|             |           | Period start date |              |           | Period end date |             |              |
| <b>From</b> | Day<br>01 | Month<br>04       | Year<br>2021 | <b>To</b> | Day<br>31       | Month<br>03 | Year<br>2022 |

## 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)

|  |
|--|
|  |
|--|

## Section B Structure, governance and management

### Description of the charity's trusts

|   |   |
|---|---|
| Type of governing document<br>(eg. trust deed, constitution)        | <p>The voluntary conveyance dated 22 October 1936 between George Titus Barham (1) and Wembley UDC (2) copy annexed.</p> <p>Related documents</p> <ul style="list-style-type: none"> <li>The conveyance dated 1<sup>st</sup> February 1937 between Florence Elizabeth Barham (1) and the Mayor Alderman and Burgesses of the Borough of Wembley (2) copy annexed</li> <li>The Assent dated 1<sup>st</sup> February 1938 between James Williamson and Kenneth Ewart Tansley (1) and the Mayor Alderman and Burgesses of the Borough of Wembley (2) copy annexed.</li> </ul> |
| How the charity is constituted<br>(eg. trust, association, company) | London Borough of Brent as sole trustee   |
| Trustee selection methods<br>(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.

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

**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)**

**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 the year of 2021-22, the Covid-19 pandemic affected activities by the community tenants of the Barham Park building. As at the year end, the last of the restrictions on communal activities had recently been lifted and tenant activities were able to recommence in full.

While public use of the park continued throughout the pandemic, communal activities returned with a fun fair, Remembrance Day event and other activities. A section of the meadow area received additional planting and flowered during the early autumn of 2021.

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

The Barham Park Trust Committee held a walkabout of the park and building in October 2021 and subsequently agreed at a January 2022 meeting to commission a strategic review of the use of the building to look at opportunities to improve the quality of the accommodation and income generation.

Energy saving improvements were commissioned for the interior of the building and installation was later completed.

In the park, the restoration was completed of the two ponds in the Walled Garden. Work commenced on a restoration of the seasonal pond in the park beyond the north of the Walled Garden.

Works on the hard-landscaping restoration of the Queen Elizabeth II (Silver) Jubilee Garden were completed including of the 'well' feature and of the metalwork arch. Works on the soft-landscaping commenced but the planting will be in 2022/23.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

As at 31 March 2022, the charity held cash reserves of £550,162. Out of this total sum of £550,162, the sum of £353,152 consists of restricted funds and the sum of £197,011 consists of unrestricted funds, (£141,043.18 of unrestricted cash funds and £55,967.83 of rental income due as at 31 March 2022). There was no expenditure from the Trust's restricted funds in the 2021/22 financial year up to 31 March 2022, though designs for works were in progress.

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

|  |  |  |
|--|--|--|
| <b>Position (eg Secretary, Chair, etc)</b> | Director for Environment and Leisure: Officer with delegated authority to deal with day to day trustee functions of the Trust. |  |
|--|--|--|

|             |                  |
|-------------|------------------|
| <b>Date</b> | 5 September 2022 |
|-------------|------------------|





|                                    |                              |
|------------------------------------|------------------------------|
| Charity Name<br><b>Barham Park</b> | No (if any)<br><b>302931</b> |
|------------------------------------|------------------------------|

**CC16a**

## Receipts and payments accounts

|                        |                                 |    |                               |
|------------------------|---------------------------------|----|-------------------------------|
| For the period<br>from | Period start date<br>01/04/2021 | To | Period end date<br>31/03/2022 |
|------------------------|---------------------------------|----|-------------------------------|

### Section A Receipts and payments

|   | Unrestricted funds<br>to the nearest £ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |  |                                      |                                     |                                 |                               |
| Hall Hire, Fun Fair & Ice Cream Concessions           |  |                                      |                                     | -                               | -                             |
| Property Rental Income                                | 3,089                                  |                                      |                                     | 3,089                           | 2,000                         |
| Ad-hoc lettings                                       | 14,625                                 |                                      |                                     | 14,625                          | -                             |
| Fun Fair  | 28,172                                 |                                      |                                     | 28,172                          | -                             |
| Car Parking   | -                                      |                                      |                                     | -                               | -                             |
| Catering Rights                                       | -                                      |                                      |                                     | -                               | -                             |
| Rental Income - Virgin Media                          | 6,500                                  |                                      |                                     | 6,500                           | 6,500                         |
| Rental Income - Other                                 | 50,009                                 |                                      |                                     | 50,009                          | 51,500                        |
| Brent Council Contribution                            | -                                      |                                      |                                     | -                               | -                             |
| Children Centre                                       | 11,300                                 |                                      |                                     | 11,300                          | 11,300                        |
| Interest earned                                       | 9,903                                  |                                      |                                     | 9,903                           | 10,000                        |
|   | -                                      |                                      |                                     | -                               | -                             |
|   | -                                      |                                      |                                     | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>123,599</b>                         | <b>-</b>                             | <b>-</b>                            | <b>123,599</b>                  | <b>81,300</b>                 |
| <b>A2 Asset and investment sales, (see table).</b>    |  |                                      |                                     |                                 |                               |
|   | -                                      | -                                    | -                                   | -                               | -                             |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                               | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>123,599</b>                         | <b>-</b>                             | <b>-</b>                            | <b>123,599</b>                  | <b>81,300</b>                 |
| <b>A3 Payments</b>                                    |  |                                      |                                     |                                 |                               |
| Maintenance and Wardens                               | 54,438                                 |                                      |                                     | 54,438                          | 57,653                        |
| Premises - Utility                                    |  |                                      |                                     | -                               | -                             |
| Premises - Insurance                                  | 2,500                                  |                                      |                                     | 2,500                           | 2,500                         |
| Premises - Security                                   | 700                                    |                                      |                                     | 700                             | 230                           |
| Premises - Cleaning                                   | -                                      |                                      |                                     | -                               | -                             |
| Premises - Repairs and Maintenance                    | -                                      |                                      |                                     | -                               | -                             |
| Premises - Other                                      | -                                      |                                      |                                     | -                               | -                             |
| Supplies and Services                                 | -                                      |                                      |                                     | -                               | -                             |
| Waste Disposal  | -                                      |                                      |                                     | -                               | -                             |
| Trees - felling and planting                          | -                                      |                                      |                                     | -                               | 27,580                        |
| Machinery Repairs                                     | -                                      |                                      |                                     | -                               | -                             |
| FM running Costs                                      | -                                      |                                      |                                     | -                               | -                             |
| NNDR  | -                                      |                                      |                                     | -                               | -                             |
| Surveys   | -                                      |                                      |                                     | -                               | 8,320                         |
| Consultancy   | -                                      |                                      |                                     | -                               | -                             |
| General contingency                                   | 3,467                                  |                                      |                                     | 3,467                           | -                             |
|   | -                                      |                                      |                                     | -                               | -                             |
| <b>Sub total</b>                                      | <b>61,105</b>                          | <b>-</b>                             | <b>-</b>                            | <b>61,105</b>                   | <b>96,283</b>                 |
| <b>A4 Asset and investment purchases, (see table)</b> |  |                                      |                                     |                                 |                               |
|   | -                                      | -                                    | -                                   | -                               | -                             |
| Buildings Refurbishment                               | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                               | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total payments</b>                                 | <b>61,105</b>                          | <b>-</b>                             | <b>-</b>                            | <b>61,105</b>                   | <b>96,283</b>                 |




|                                   |         |         |   |         |          |
|-----------------------------------|---------|---------|---|---------|----------|
| <i>Net of receipts/(payments)</i> | 62,494  | -       | - | 62,494  | - 14,983 |
| A5 Transfers between funds        | -       | -       | - | -       | -        |
| A6 Cash funds last year end       | 134,517 | 353,152 | - | 487,668 | 502,651  |
| <i>Cash funds this year end</i>   | 197,011 | 353,152 | - | 550,162 | 487,668  |
|                                   |         |         |   |         |          |

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

| Categories  | Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|---|--|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b>                                | Cash   | 197,011                            | 353,152                          | -                               |
|   |  | -                                  | -                                | -                               |
|   |  | -                                  | -                                | -                               |
|   | <b>Total cash funds</b>                                | 197,011                            | 353,152                          | -                               |
|   | (agree balances with receipts and payments account(s)) | OK                                 | OK                               | OK                              |
|   |  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
| <b>B2 Other monetary assets</b>                     | Details  | -                                  | -                                | -                               |
|   |  | -                                  | -                                | -                               |
|   |  | -                                  | -                                | -                               |
|   |  | -                                  | -                                | -                               |
| <b>B3 Investment assets</b>                         | Details  | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)        |
|   |  |                                    | -                                | -                               |
|   |  |                                    | -                                | -                               |
|   |  |                                    | -                                | -                               |
| <b>B4 Assets retained for the charity's own use</b> | Details  | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)        |
|   | Barham Park Building Complex                           |                                    |                                  | 939,071                         |
|   |  |                                    |                                  |                                 |
|   |  |                                    |                                  |                                 |
|   |  |                                    |                                  |                                 |
|   |  |                                    |                                  |                                 |
| <b>B5 Liabilities</b>                               | 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 |
|---|---|------------------|
|  | CHRIS WHYTE   | 05/09/2020       |
|   | DIRECTOR OF ENVIRONMENT AND LEISURE AT BRENT COUNCIL - OFFICER WITH DELEGATED AUTHORITY TO DEAL WITH DAY TO DAY FUNCTIONS OF THE TRUST, | 25/08/2022       |



# Barham Park Trust

## 2021-22 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") 2021-22 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 Independent Examiner's statement**

- 4.1 Officers acting for the trustees have prepared receipts and payments accounts. Expenditure made from the restricted fund has been approved in the Barham Park Committee report. One minor adjustment was needed to the accounts in relation to Property Rental Income. For the 2021/22 financial year the majority of the Property Rental Income (£28,172.08 of £31,261) was from the Fun fair. There is a row on the Charity Commission form specifically for 'Fun fair' income and this is where the £28,172.08 is now reported.
- 4.2 No matter has come to my attention, which gives me reasonable cause to believe that, in any material respect, the requirement:
- 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.

Darren Armstrong – Head of Internal Audit and Investigations at London Borough of Brent

Relevant professional qualification or body: Chartered Institute of Internal Auditors (CMAA, CIA)

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

15 August 2022