



NOTICE OF MEETING

Special Alexandra Palace and Park Board

WEDNESDAY, 2ND SEPTEMBER, 2009 at 18:00 HRS - CIVIC CENTRE, HIGH ROAD, WOOD GREEN, N22 8LE.

Councillors:

Councillor Egan (Chair), Hare, C. Harris, Peacock, Scott, Thompson (Vice Chair) and Williams

Non-voting representatives:

Ms V. Paley, Mr M. Tarpey and Mr N Willmott
(Alexandra Palace and Park Consultative Committee).

Observer:

Mr D. Liebeck (Chair, Alexandra Park and Palace Advisory Committee).

AGENDA

1. APOLOGIES FOR ABSENCE

2. URGENT BUSINESS

The Chair will consider the admission of any late reports in relation to the items shown on the agenda.

(Please note that under the Council's Constitution – Part 4 Section B paragraph 17 – no other business shall be considered).

3. DECLARATIONS OF INTEREST

A member with a personal interest in a matter who attends a meeting of the authority at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

A member with a personal interest in a matter also has a prejudicial interest in that matter if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgment of the public interest **and** if this interest affects their financial position or the financial position of a person or body as described in paragraph 8 of the Code of Conduct **and/or** if it relates to the determining of any approval, consent, licence, permission or registration in relation to them or any person or body described in paragraph 8 of the Code of Conduct.

4. RESOLUTION OF THE DIRECTORS OF ALEXANDRA PALACE TRADING LIMITED - REPORT OF THE GENERAL MANAGER (PAGES 1 - 6)

To advise the Board of the resolutions proposed by the Directors of Alexandra Palace Trading Limited, and to seek the Board's approval as shareholder.

5. EXCLUSION OF THE PUBLIC AND PRESS

Item 6 is likely to be the subject of a motion to exclude the press and public from the meeting as it contains exempt information as defined in Section 100a of the Local Government 1972; namely information relating to the financial or business affairs of any particular person (including the authority holding that information).

Note by the Head of Local Democracy and Member Services

Item 6 allows for the consideration of exempt information (if required) in relation to Item 4 which appears earlier on the agenda.

6. RESOLUTION OF THE DIRECTORS OF ALEXANDRA PALACE TRADING LIMITED - REPORT OF THE GENERAL MANAGER (PAGES 7 - 38)

To advise the Board of the resolutions proposed by the Directors of Alexandra Palace Trading Limited, and to seek the Board's approval as shareholder.

Yuniea Semambo
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21 August 2009

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Agenda item: 1

SPECIAL ALEXANDRA PALACE & PARK BOARD**On 2 September 2009**

Report Title: Approval of Written Resolution of the Board of APTL

Report of: Helen Downie, Head of Finance, Alexandra Palace & Park

1. Purpose

- 1.1 To seek the Board's approval of the written resolution proposed by the Directors of APTL in relation to the approval of the Directors' Report and Accounts of the trading company for the year ended 31st March 2009.

2. Recommendations

- 2.1 The Board is asked to consider the written resolution detailed at Appendix 1 and, if approved, authorise the Head of Finance to convey the Board's approval of the resolution to the Directors of APTL at their forthcoming meeting on 4th September 2009.

Report Authorised by: **Helen Downie, Head of Finance**.....*H. Downie*.....

Contact Officer: Helen Downie, Head of Finance, Alexandra Palace & Park, Alexandra Palace Way, Wood Green, London N22 7AY. Telephone number 0208 365 4310.

3. Executive Summary

- 3.1 In accordance with paragraph 5 of the trading company's Memorandum and Articles of Association, the Board of Directors must seek prior approval from the sole member (Alexandra Park and Palace Charitable Trust) before approving the annual Directors' Report and Accounts by written resolution.
- 3.2 Trustees who are also Directors of the trading company are unable to take part in the discussions or vote at the meeting.
- 3.3 The Board of APPCT resolved at their meeting of 22nd July 2008 to tender the provision of external audit services to the Trust and trading company with effect from the financial year ended 31st March 2010. There is, therefore, no resolution proposed to re-appoint Deloitte as auditors.

4. Reasons for any change in policy or for new policy development (if applicable)

- 4.1 N/A

5. Local Government (Access to Information) Act 1985

5.1 Appendix 2 is not for publication as it contains exempt information under category 3: information relating to financial or business affairs of any particular person including the authority holding that information

6. Description

- 6.1 The Board of Alexandra Palace Trading Limited (APTL) has resolved to dispense with the holding of annual general meetings and agree business normally conducted at the AGM by written resolution.
- 6.2 The Board of Trustees, acting as sole member (shareholder) of the trading company, are required to consider and pre-approve such written resolutions before they can be considered by the Directors of the company.
- 6.3 The purpose of the proposed written resolution is to approve the Directors' Report and Accounts with management representation letter for the financial year 2008/09 (Appendix 1).
- 6.4 The Trustees are reminded that at their meeting of 22nd July 2008, they resolved to re-tender the provision of external audit services with effect from the financial year 2009/10.
- 6.5 The Board is asked to consider the written resolution and if approved, to authorise the Head of Finance to convey the Board's approval to the APTL Directors at their meeting of 4th September 2009.

7. Consultation

- 7.1 N/A

8. Legal and Financial Comments

- 8.1 The Trust's Solicitor has been sent a copy of this report.
- 8.2 The LBH CFO has been sent a copy of this report and his comments are as follows:

'The accounts of Alexandra Palace Trading Company are noted along with the unqualified audit opinion that has been received from the Company's auditors'
- 8.3 The LBH Head of Legal Services has been sent a copy of this report.

9. Equalities Implications

- 9.1 There are no perceived equalities implications in this report.

10. Use of Appendices / Tables / Photographs

10.1 Appendix I – Written resolution of APTL Directors

Exempt Appendix 2 – Draft Directors' Report and Accounts of APTL for the financial year ended 31st March 2009.

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Written Resolution of Alexandra Palace Trading Limited (the “Company”)

In accordance with the Company’s articles of association, I the undersigned, being a Director of the Company who would at the date of these resolutions, have been entitled to vote on them as if they had been proposed at a general meeting of the Company, at which I was present, hereby resolve in writing as follows:

WRITTEN RESOLUTION

1. To AGREE and APPROVE the Directors’ Report and Accounts with Management Representation Letter for the 12 month period ended 31st March 2009.

Dated this 4th day of September 2009

Signed :

Patrick Egan, **Director (Chair)**

For and on behalf of Alexandra Palace Trading Limited

Signed:

Nigel Scott, **Director**

For and on behalf of Alexandra Palace Trading Limited

Signed:

Graham Golby, **Non-executive Director**

For and on behalf of Alexandra Palace Trading Limited

Signed:

Terence Golding, **Non-executive Director**

For and on behalf of Alexandra Palace Trading Limited

Signed:

Walter Robert Hare **Director**

For and on behalf of Alexandra Palace Trading Limited

Signed:

Sheik Thompson, **Director**

For and on behalf of Alexandra Palace Trading Limited

Signed:

Julie Parker, **Director**

For and on behalf of Alexandra Palace Trading Limited

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is exempt

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