



**ALEXANDRA PARK AND PALACE CHARITABLE TRUST**  
**BOARD MEETING**  
**4 NOVEMBER 2024**

**Report Title:** Trustees' Annual Report & Accounts 2023-24

**Report of:** Richard Paterson, Director of Finance & Resources

**Purpose:** To approve the draft Trustees' Annual Report and Financial Statements for signing and submission to the Charity Commission.

**Local Government (Access to Information) Act 1985** N/A

**1. Recommendations**

- 1.1 To approve the Annual Report and Financial Statements;
- 1.2 To note the haysmacintyre End of Year Audit report (Exempt Agenda Item 18);
- 1.3 In case of any further minor amendments, to delegate powers for a final approval and signing off of the Annual Review to the Chief Executive and Chairs of the Trustee and APTL Boards.

**2. Executive Summary**

- 2.1 The end of year reports were presented to the Finance Resource, Risk and Audit Committee (FRRAC) and APTL Board at their respective meetings in September, where the Audit Partner also presented the audit findings report.
- 2.2 Feedback is provided in the FRRAC Chair's report at agenda item 10 including the recommendation that the respective letters of representation are signed by the APTL and Trustee Board Chairs following their consideration of the Financial Statements.
- 2.3 The APTL Chair's report is included at exempt agenda item 22. The APTL Board approved the signing of the Letter of Representation (completed) and discussed amendments to the APTL End of Year Report and Financial Statements, which was recirculated to the APTL Board on 25<sup>th</sup> October for final approval by written resolution. A verbal update will be provided to Trustees on 4<sup>th</sup> November.

**3. Legal Implications**

The Council's Assistant Director for Legal & Governance has been consulted in the preparation of this report and has no comments.

**4. Financial Implications**

The Council's Chief Financial Officer has been consulted in the preparation of this report and has no comments.

**5. Appendices**

Appendix 1 – Trustees' Annual Report & Financial Statements

Appendix 2 – Letter of Representation