

# **MINUTES OF THE MEETING Alexandra Palace and Park Board HELD ON Monday, 4th November, 2024, 7:30pm – 9:30pm.**

## **PRESENT:**

**Councillors: Sean O'Donovan (Vice-Chair), Emine Ibrahim (Chair), Sarah Elliott and Ahmed Mahbub**

## **ALSO ATTENDING:**

### **28. FILMING AT MEETINGS**

The Chair referred to the notice of the filming at meetings and this information be noted.

### **29. APOLOGIES FOR ABSENCE**

Apologies of absence had been received by Councillors Anne Stennett, Nick da Costa and Jason Beazley (Three Avenues Residents Association (TARA)).

### **30. URGENT BUSINESS**

There was no urgent business.

### **31. DECLARATIONS OF INTERESTS**

There were none but the Chair reminded trustees to complete the Code of Conduct and Declaration of Interests forms as outlined in the email.

### **32. QUESTIONS, DEPUTATIONS OR PETITIONS**

There were none.

### **33. NEW ITEMS OF URGENT BUSINESS**

There were none.

### **34. MINUTES**

**RESOLVED**

That the minutes of the meeting held on 15 July 2024 be agreed and signed as a correct record.

**35. FEEDBACK FROM THE ADVISORY & CONSULTATIVE COMMITTEE**

**RESOLVED:**

That the minutes of the Advisory & Consultative Committee meeting held on 7th October 2024 be noted.

**36. GENERAL UPDATE**

RECEIVED the report of the CEO, Emma Dagnes, who explained the report was the same as presented to the Advisory and Consultative Committees in October, who had raised no objections to the proposed bollards.

The CEO was thanked by a trustee for the excellent presentation on the Theatre during the SAC and CC meetings.

**RESOLVED:**

That the CEO's general update be noted.

**37. FRRAC CHAIR'S REPORT**

The FRRAC report recommended approval of the Trustees' Annual Report & Financial Statements and signing of the Letters of Representation (APTL's Letter had been signed and submitted). The report also recommended approval of the amended Safeguarding Policy.

**RESOLVED:**

That the feedback from FRRAC be noted.

**38. FINANCE REPORT**

The Finance Director presented the report and stated that the Trust's financial position was improving, primarily due to the stronger financial performance of APTL in 2023/24. However, there was still significant work to be done to ensure the accuracy of the figures. While challenges were anticipated, these would be addressed in future meetings. Overall, the Finance Director considered the Trust was in an improved financial position although there were still challenges ahead. In considering the report, the Board were asked to note a minor error in section 2.5 on page 28 of the report, where the £72,000 should have been allocated to the West Hall budget.

It was queried that the year-on-year phasing of the cash balances appeared somewhat different from the past two or three years, particularly between May and June, where there was a noticeable decline. There was a question as to whether this was due to phasing. It was explained that this was primarily due to how the trust received payments. The trust typically received the grant payment from Haringey Council upfront, which was then reviewed towards the end of the year. This was further supplemented by the gift aid, which provided the trust with an additional cash influx toward the year's end. Overall, the pattern showed an increase followed by a decrease in debt. It was expected that a similar trend would emerge when reviewing next year's financial position.

**RESOLVED:**

To note the forecasted full year position of the Trust.

**39. SAFEGUARDING POLICY REVIEW**

The policy had been reviewed by the Principal Lawyer in the Social Care team who added an additional comment to the Statutory Officer's Legal Comments: which was that: 'clarification as to the maintenance of the risk register had been received'.

The amended legal comments therefore were:

*The Council's Assistant Director of Legal & Governance had been consulted.*

*Clarification as to the maintenance of the risk register had been received. Further in noting that the Trust had taken legal and professional advice on the policy review, had no comments.*

The Board welcomed the report, recognising its importance. Everyone was congratulated for producing it promptly, as the obligation for organizations to provide such a report to the Board was crucial. Safeguarding was stated as a priority for everyone involved, including staff.

**RESOLVED:**

To approve the revised Safeguarding Policy and proposed amendment to the Members' Code of Conduct.

**40. 2023/24 TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS**

Additional legal comments had been received after agenda publication and were as follows:

*The Council's Assistant Director of Legal & Governance had been consulted and in noting the Auditor's intention to issue an unqualified opinion, the increase in*

*commercial activities and the exceptional performance of APTL, and had no comments.*

It was queried whether there was a timeline for the annual report to be submitted to the council. It was stated that the budget would be approved in Q4, with a draft expected to be presented at the Board meeting in March. The budget would be reviewed at the December FRAC meeting, but the final figures would be brought forward in March.

**RESOLVED:**

1. That the Annual Report and Financial Statements; and the Letter of Representation for signing by the Chair be approved.
2. That the Haysmacintyre End of Year Audit report (Exempt Agenda Item 18); be noted.
3. That in the case of any further minor amendments, the final approval and signing off of the Annual Review be delegated to the Chief Executive and Chair of the Trustee and APTL Boards.

**41. DECISION TRACKER**

The Decision Tracker was noted.

**42. NEW ITEMS OF URGENT BUSINESS**

The CEO and Board expressed their gratitude to Natalie Layton for the immense support she had provided to the organisation following over 9 years of work . Natalie was leaving the organisation to take up a new role and the Board expressed that Natalie would be greatly missed.

**43. EXCLUSION OF THE PUBLIC AND PRESS**

Items 17-23 were subject to a motion to exclude the press and public from the meeting as they contained exempt information as define in Section 100a of the Local Government Act 1972; Para 1 – information relating to any individual, Para 2 – information which is likely to reveal the identity of an individual, Para 3 – information relating to the business or financial affairs of any particular reason (including the authority holding that information) and Para 5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

**44. EXEMPT MINUTES**

**RESOLVED**

That the exempt minutes of the meeting held on the 15 July 2024 be agreed and signed as a correct record.

**45. EXEMPT AUDIT FINDINGS REPORT**

The Board considered the exempt information.

**46. EXEMPT PROPERTY REPORT**

**RESOLVED**

That the exempt recommendations be approved.

**47. EXEMPT RISK REGISTER**

**RESOLVED:**

That the exempt risk register be approved.

**48. EXEMPT RISK DEEP DIVE: SITE SECURITY**

The Board considered the exempt information.

**49. EXEMPT APTL CHAIR'S REPORT**

**RESOLVED:**

That the update be noted

**50. ANY OTHER EXEMPT BUSINESS THE CHAIR CONSIDERS TO BE URGENT**

There was no other exempt business the chair considered urgent.

CHAIR: Councillor Emine Ibrahim

Signed by Chair .....

Date .....

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