

# NORTH HERTFORDSHIRE DISTRICT COUNCIL

## DECISION SHEET

Meeting of the Cabinet Sub-Committee (Council Charities) held in the Council Chamber, District Council Offices, Gernon Road, Letchworth, SG6 3JF  
on Tuesday, 14th November, 2023 at 6.30 pm

### 1 ELECTION OF A CHAIR

**RESOLVED:** That Councillor Alistair Willoughby be elected as Chair of the meeting.

### 2 APOLOGIES FOR ABSENCE

There were no apologies for absence.

### 3 MINUTES - 13 DECEMBER 2021

**RESOLVED:** That the Minutes of the Meeting of the Committee held on 13 December 2021 be approved as a true record of the proceedings and be signed by the Chair.

### 4 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

### 5 CHAIR'S ANNOUNCEMENTS

The Chair drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question.

### 6 PUBLIC PARTICIPATION

There was no public participation.

### 7 ANNUAL RETURNS AND ACCOUNTS FOR COUNCIL CHARITIES

**RESOLVED:** That the Cabinet Sub-Committee (Council Charities):

- (1) Approved the information required by the Charities Commission for the four registered charities, so that the returns can be submitted prior to the 31st January 2024 deadline.
- (2) Noted the requirement for those charities with gross income of more than £25k in their financial year to have their accounts independently examined and, as this applies to King George's Field and Hitchin Town Hall Gymnasium and Workman's Hall, instructed this to be undertaken for those accounts for 2022/23. This will be undertaken by the Shared Internal Audit Service (SIAS).

**REASON FOR DECISION:** To facilitate the submission of approved returns to the Charities Commission.