

7 November 2025

Our Ref Cabinet Sub-Committee (Council
Charities) 19 November 2025
Contact. Committee Services
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To: Members of the Committee: Councillors Ian Albert, Amy Allen and Mick Debenham

NOTICE IS HEREBY GIVEN OF A
MEETING OF THE CABINET SUB-COMMITTEE (COUNCIL
CHARITIES)

to be held in the

ROOM 2, DISTRICT COUNCIL OFFICES, GERON ROAD,
LETCHWORTH GARDEN CITY, SG6 3JF

On

WEDNESDAY, 19TH NOVEMBER, 2025 AT 5.30 PM

Yours sincerely,

Isabelle Alajooz
Director – Governance

****MEMBERS PLEASE ENSURE THAT YOU DOWNLOAD ALL AGENDAS AND REPORTS VIA THE MOD.GOV APPLICATION ON YOUR TABLET BEFORE ATTENDING THE MEETING****

Agenda

Part I

Item		Page
1.	ELECTION OF CHAIR To elect a Chair of the Cabinet Sub-Committee (Council Charities) for this meeting.	
2.	APOLOGIES FOR ABSENCE	
3.	MINUTES - 19 NOVEMBER 2024 To take as read and approve as a true record the minutes of the meeting of the Committee held on the 19 November 2024.	(Pages 5 - 8)
4.	NOTIFICATION OF OTHER BUSINESS Members should notify the Chair of other business which they wish to be discussed at the end of either Part I or Part II business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency. The Chair will decide whether any item(s) raised will be considered.	
5.	CHAIR'S ANNOUNCEMENTS Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chair of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest, wishing to exercise a 'Councillor Speaking Right', must declare this at the same time as the interest, move to the public area before speaking to the item and then must leave the room before the debate and vote.	
6.	PUBLIC PARTICIPATION To receive petitions, comments and questions from the public.	
7.	ANNUAL REPORTS AND ACCOUNTS FOR COUNCIL ADMINISTERED CHARITIES REPORT OF THE DIRECTOR – RESOURCES This report includes the returns required for each of the Charities/Charitable Trusts administered by the Council. The five Charities/ Charitable Trusts are; Hitchin Town Hall Gymnasium and Workman's Hall Trust, King George's Field Hitchin, Smithson Recreation Ground, Mrs Howard Memorial Hall and Hertfordshire Yeomanry and Artillery Collection. The Charities Sub-Committee approve the accounts and annual reports prior to submission to the Charities Commission, if a return is required.	(Pages 9 - 40)

