

# **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 Garden City, SG6 3JF  
on Wednesday, 19th November, 2025 at 5.30 pm**

### **1 ELECTION OF CHAIR**

**RESOLVED:** That Councillor Ian Albert be elected as Chair of the meeting.

### **2 APOLOGIES FOR ABSENCE**

There were no apologies for absence received.

### **3 MINUTES - 19 NOVEMBER 2024**

**RESOLVED:** That the Minutes of the Meeting of the Committee held on 19 November 2024 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**

- (1) 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 REPORTS AND ACCOUNTS FOR COUNCIL ADMINISTERED CHARITIES**

**RESOLVED:**

- (1) That the Charities Sub-Committee approved the information required by the Charities Commission for the five registered charities, so that the returns can be submitted prior to the 31st January 2026 deadline.
- (2) That the Charities Sub-Committee 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 Workmans Hall, instructs this to be undertaken for those accounts for 2024/25. This will be undertaken by the Shared Internal Audit Service (SIAS).

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