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NORTH HERTFORDSHIRE DISTRICT COUNCIL

CABINET SUB-COMMITTEE (COUNCIL CHARITIES)

MEETING HELD IN THE COUNCIL CHAMBER, DISTRICT COUNCIL OFFICES, GERNON ROAD, LETCHWORTH, SG6 3JF
ON TUESDAY, 14TH NOVEMBER, 2023 AT 6.30 PM

MINUTES

Present: *Councillors: Alistair Willoughby (Chair), Ian Albert and Ruth Brown*

In Attendance:

Ian Couper (Service Director - Resources), Susan Le Dain (Committee, Member and Scrutiny Officer) and James Lovegrove (Committee, Member and Scrutiny Manager)

1 ELECTION OF A CHAIR

Audio recording – 52 seconds

Councillor Ian Albert proposed and Councillor Ruth Brown seconded and, following a vote, it was:

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

2 APOLOGIES FOR ABSENCE

Audio recording – 1 minute 54 seconds

There were no apologies for absence.

3 MINUTES - 13 DECEMBER 2021

Audio Recording – 1 minute 57 seconds

Councillor Alistair Willoughby, as Chair, proposed and Councillor Ian Albert seconded, and following a vote, it was:

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

Audio recording – 2 minutes 42 seconds

There was no other business notified.

5 CHAIR'S ANNOUNCEMENTS

Audio recording – 2 minutes 44 seconds

- (1) The Chair advised that, in accordance with Council Policy, the meeting would be audio recorded;

- (2) 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

Audio recording – 2 minutes 56 seconds

There was no public participation.

7 ANNUAL RETURNS AND ACCOUNTS FOR COUNCIL CHARITIES

Audio recording: 3 minutes 0 seconds

The Service Director – Resources presented the report on Annual Accounts and Returns for Council Charities along with the Appendices 1-3.

In response to questions from Councillor Ian Albert, the Service Director – Resources, advised that:

- Revaluation was carried out on a regular basis, usually every five years.
- The Council would fund any capital costs as and when they arose via a contribution into the charity.
- The contribution from the Council matched the unrestricted funds.
- Restricted funds had a balance because of the asset value of the charities.
- Restricted funds cannot be touched as they were funds that sit within a charity and were tied up in the asset value.

Councillor Ian Albert proposed, and Councillor Ruth Brown seconded, and following a vote, it was:

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.

The meeting closed at 6.48 pm

Chair