



Trustees' Annual Report for the period

From **1st April 2023** To

31st March 2024

Charity name: HITCHIN TOWN HALL GYMNASIUM AND WORKMAN'S HALL TRUST

Charity registration number: 233752

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objectives of the Trust are set out as: "Upon trust to use or permit it to be used as a Gym for the benefit of the residents of Hitchin and for other purposes mentioned in s6(3) Museums and Gymnasiums Act 1891 and also for any other (charitable) purpose for the benefit of the North Hertfordshire District for which North Hertfordshire District Council can lawfully use building and land vested in them"
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Town Hall is a beautiful community facility available to hire for a wide range of private and corporate events. which along with the Museum provides a fantastic community facility for the residents of North Herts and beyond. In the week, a range of regular classes is held during the day, from Tai Chi to fitness classes, including those catering for older people. In the holidays children's discos are always popular. On weekday nights the hall is rented out for regular dance lessons and other activities, including concerts and private functions. At weekends the hall is used for events like art and craft fairs, and private weddings and other private parties. On Sundays the hall is sometime used by a church group. The museum café offers event and exhibition themed afternoon teas eg Halloween Teas, Mother's Day teas.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The charity's purposes are in accordance with the tests set out in the Public Benefit rules. The trustees are aware of the Public Benefit tests, and would apply them to any relevant decisions. There have been no decisions requiring Trustee consideration during the year.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The Town Hall has regular hall hire events such as dance and exercise classes including classes catering for older people.</p> <p>Visitor numbers to the museum were up, at 33,053. The museum put on a wide range of popular exhibitions, including a <i>Peter Rabbit</i> exhibition, and a <i>Diane Arbus</i> photography exhibition (from the Tate), both of which attracted 8,500 visitors. The museum celebrated Black History month with an exhibition about the Windrush migrants. Museum staff ran art and craft workshops for adults and children, sessions for schools, and monthly day and evening talks. There were also evening visits by Brownies, Rainbows and Cub Scouts.</p> <p>There were 20 volunteers and work experience students, who contributed a total of 750 hours to the museum.</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Resources expended of £176k, of which £62k relates to asset impairments and depreciation. The charity generated £33k from grants, donations and sales. The balance is funded from unrestricted funds provided by North Hertfordshire District Council.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The Trust's reserves total £2.686m at 31 March 2024. The reserves consist totally of restricted funds. These funds represent the land and equipment assets of the trust.</p> <p>The Trust has no unrestricted funds as at 31 March 2024 that can be expendable at the discretion of trustees in furtherance of the charity's objectives. The Trust's general expenditure is typically greater than general income. As a result, North Hertfordshire District Council provides a contribution to the Trust and unrestricted funds are maintained at a zero balance over time. If the financial situation was to change and the Trust's level of income significantly increased the Trust would need to adopt a policy on an appropriate level of reserves</p>
Amount of reserves held	Para 1.22	£2.686m at 31st March 2024, all restricted funds relating to the value of assets held.

Reasons for holding zero reserves	Para 1.22	The Trust's general expenditure is typically greater than general income. As a result North Hertfordshire District Council provides a contribution to the Trust and unrestricted funds are maintained at a zero balance over time.
Details of fund materially in deficit	Para 1.24	N/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None, continuing financial support from North Hertfordshire District Council covers any shortfalls.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	THE COUNCIL AS A CORPORATE BODY IS THE TRUSTEE, COUNCILLORS SIT AS TRUSTEES AND ARE ELECTED BY THE ELECTORS OF NORTH HERTFORDSHIRE

Reference and Administrative details

Charity name	HITCHIN TOWN HALL GYMNASIUM AND WORKMAN'S HALL TRUST
Other name the charity uses	
Registered charity number	233752
Charity's principal address	North Hertfordshire District Council, District Council Offices Gernon Road Letchworth Garden City SG6 1JF

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	<p>The Trust comprises of an element of the Hitchin Town Hall comprising the Gymnasium and Workman's Hall. The remainder of the building is in the ownership of North Hertfordshire District Council, which is also the Trustee of the Trust part of the property. Both parts of the property are managed by the District Council (the Trust property under formal agreement) and are used for community purposes, in line with the objectives of the Trust. To affect management of the Trust and ensure separation from the Council, a Sub-Committee with full decision-making powers in the interest of the Trust has been set up comprising of three Members of the Cabinet, whose Portfolios have no direct interest in the Council's part of the building. Since local government re-organisation in 1974, when the Trustee changed from Hitchin Urban District Council to North Hertfordshire District Council, until 2009 the distinction between the Trust owned element of the building and the Council owned element has been lost. The arrangements explained above have been put in place to correct this omission.</p>
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	<p>THE COUNCIL'S ASSET REGISTER DETAILS THAT THE LAND IS HELD IN TRUST.</p>