



Trustees' Annual Report for the period

From 1st April 2020

Period start date

To 31st March 2021

Period end date

Charity name: Guildford Sports Ground

Charity registration number: 305056

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	A Charitable Trust of the Woodbridge Road Sportsground land was created on 9 August 1912 by a deed of conveyance and declaration of trust (the Vesting Deed) executed on that date by Sir Harry Waechter who several months earlier acquired two parcels of leasehold land from the Earl of Onslow to form the sportsground. Guildford Borough Council owns the freehold of the Woodbridge Road Sportsground (including its associated land and buildings) as the sole charitable trustee under a charitable trust. In summary, the purposes are to provide a sportsground for public benefit to include a variety of sporting, entertainment and social activities.
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 Vesting Deed stipulates a number of uses and restrictions which the trustee must comply with. The land must only be <i>usedas a ground for playing cricket, football, hockey, lawn tennis or other games or pastimes; or as a ground on which cycling, foot racing, jumping or other athletic sports may take place; or on which military manoeuvres or drills may take place; or on which agricultural flower or other shows or exhibitions promenade or other concerts and entertainments, firework displays, bazaars meetings, conferences or other assemblies of a like nature. No buildings shall be erected except buildings such as pavilions, drill halls, club rooms for territorials or other national reserve or such other buildings as may be usual or necessary on grounds devoted to outdoor recreation. Such buildings shall be and remain under the control of the Trustees with the exception of an entrance lodge or dwelling accommodation for any persons</i>

		<i>employed as groundsmen or caretakers of the buildings.....</i>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustee has had regard to the responsibility they have to ensure the charity is carrying out its purpose for the public benefit, to act in the charity's best interests and to manage the charity's resources responsibly.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	The impact of COVID was significant for the Charity as the facility was closed for a significant part of the financial year. Since reopening the Trustee has supported the Charity by encouraging more use by the community, local businesses and local schools.
Contribution made by volunteers	Para 1.38	n/a
Other		

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 pavilion was built in 1938 and prior to the refurbishment, the pavilion was in a poor state of repair. The trustee recognised that its refurbishment is key to wider community use and fulfilment of the charitable purposes by providing fit for purpose toilets, changing facilities and a community room. This was identified as a priority for the trustee.</p> <p>The refurbishment has broadly completed in 2018. Since then, the venue's separate public toilets have also been refurbished.</p> <p>The design and build of a new spectator's pavilion had been commissioned by the trustee. Apart from improving spectator safety, the new spectator's pavilion has increased spectator capacity at events; thus opening up the facilities and events to larger section of the public.</p>

		The building also provides better changing facilities as well as improving accessibility to the disabled. The venue can now hold a greater range of indoor community activities in the large function space. A number of new events have been held there including Guildford Sports Awards and a Book Festival event.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The charity has achieved the objectives it set including the refurbishment of the pavilion. It has now embarked on a systematic development of improved facilities including a spectator's pavilion and catering facilities. One of the charity's future objectives was to manage the increased costs likely to arise from the systematic improvement to facilities, with the aim of becoming self sufficient. The Trustees have signed a sponsorship deal and is working in partnership with a number of local businesses.
Performance of fundraising activities against objectives set	Para 1.41	During the refurbishment and Covid lockdowns it has been very difficult for the Trustee to attract usage of the facilities. However there is now growing evidence of increased usage by community organisations, including charities such as the CAB, Halo and Oakleaf.
Investment performance against objectives	Para 1.41	The improved facilities at the pavilion have led to greater interest in the venue hosting a larger number of sporting and community events. As a result, the tenant has expressed an interesting in contributing to the future costs of facility refurbishment in order to secure sporting events and as a place for sports development.
Other		

Financial Review

Review of the charity's financial position at the end of the period.	Para 1.21	The charity's annual accounts for 2020/21 report the financial position of the charity at the end of the period, 31 st March 2020. The accounts are available from the Charity Commission website. Total donations in the year totalled £252,883 whilst other income totalled £9,417. Expenditure was £262,300. During the financial year the Groundman's cottage was sold for the sum of £540,511, (net of sale costs). This money was paid over to the sole Trustee as contribution to the redevelopment of the pavilion (which cost in excess of £2m), in line with the agreement between the two parties. At the end of the period, the charity's net assets were £2,526,232.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The revaluation reserve is the only reserve held by the charity. It reflects the unrealised gains/losses resulting from changes in the value of property, plant and equipment.
Amount of reserves held	Para 1.22	At the end of the period, the value of the revaluation reserve was £51,306.
Reasons for holding zero reserves	Para 1.22	The sole trustee of the charity is Guildford Borough Council. The council is committed to providing the requisite funding to enable the charity to carry out its objectives. The council holds sufficient reserves to ensure that all of its commitments can be met.
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The closedown of the facilities because of the lockdowns has impacted on the income of the charity. The Council has continued to support the Charity and is working with the management committee to increase the levels of income.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The principal source of funding for the charity during the year is the donation made by Guildford Borough Council. The annual accounts for 2020/21 contain details of the charity's income.
Investment policy and objectives including any social investment policy adopted	Para 1.46	The charity does not hold any financial investments. The trustee has explored options for increased income generation including enhanced local partnership and sponsorship arrangements and has had some significant successes in this regard.

<p>A description of the principal risks facing the charity</p>	<p>Para 1.46</p>	<p>The trustee has contributed significantly to a programme of refurbishment and is looking for the charity to become financially self-sufficient. It recognizes the issue the Charity and the Management committee have faced because of COVID. The council is fully involved with the board of the management company. It is a tripartite board with representation from the Council as Trustee, Surrey County Cricket Club and Guildford Cricket Club.</p> <p>The Management Company is exploring all opportunities to increase its income.</p>
<p>Other</p>		<p>The operation of the venue has been facilitated by working with a designated contractor who provides much of the operational support and service delivery in relation to the hospitality. The designated contractor reports directly to the Management Company and is responsible for booking and coordinating the events including the supervision of events, the provision of the labour and the catering services. The contractor also oversees the facilities management. A report from the contractor is presented to the monthly board meeting detailing sales and any potential issues affecting the operation of the site.</p> <p>By operating the venue in this way, it provides opportunities to use a range of caterers that are suited to particular types of events and keeps the overhead of the operation low as the staff are only engaged for the events on an as needs basis.</p>

Structure, Governance and Management

Description of charity's trusts:		Guildford Sports Ground
Type of governing document	Para 1.25	Trust deed
How is the charity constituted?	Para 1.25	Unincorporated
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 trustee has established the Executive Trustee Committee to oversee its charitable responsibilities. This committee is separate and distinct from the Council's Executive functions and is separate from general council business. The Trustee Committee is made up of local councillors and supported by officers of Guildford Borough Council.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	The trustee has now established an induction and training system for all members of the Executive Trustee Committee in order to ensure that they are aware of the main duties of a charitable trustee and Charity Commission guidance, including the Commission's public benefit guidance. The trustee and the Executive Trustee Committee have access to legal and financial advice; as well as other relevant professional advice.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The trustee undertook a review of its governance arrangements in relation to the charity. The trustee recognised the need to take steps to improve governance, which it has done. The Executive Trustee Committee ensures the trustee is acting in the sole best interest of the charity when making decisions and ensures transparency of strategy and decision making.
Relationship with any related parties	Para 1.51	Surrey County Cricket Club Guildford Cricket Club Sea Cadets Guildford Sports Ground Management Co. Ltd
Other		Annual event/festival organisers Local community groups Private Hire Events Local Schools

Reference and Administrative details

Charity name	Guildford Sports Ground
Other name the charity uses	n/a
Registered charity number	305056
Charity's principal address	Guildford Borough Council Millmead House, Millmead Guildford Surrey GU2 4BB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Guildford Borough Council			Executive Trustee Committee
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Corporate trustees – names of the directors at the date the report was approved

Director name		
Joss Bigmore		
Julia McShane		
John Redpath		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

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	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Joss Bigmore	
Position (eg Secretary, Chair, etc)	Chair, Executive Shareholder and Trustee Committee	

Date 26/05/2022