

WORPLESDON MEMORIAL HALL AND RECREATION GROUND
AND THE SIME TRUST

Registered Charity No. 305151

TRUSTEES' REPORT, 2016

The Trustees present their report and accounts for the year ended 31st December 2016.

1. TRUSTEES AND OFFICIALS

Trustees who held office during the year were as follows:

Mr Terence Cater, Chairman	Donor Trustee
Mr Peter Elsing, Hon. Treasurer	Donor Trustee (resigned 30 Sep 2016)
Dr Roger Forder, Hon Treasurer	Donor Trustee (appointed 1 Oct 2016)
Mrs Mary Broughton	Donor Trustee
Mr John McLean OBE	Donor Trustee (resigned 25 Jul 2016)
Mrs Jan Messinger	Parish Council Trustee
Mr Christopher Venables	Parish Council Trustee
Mr Roger Welch	Parish Council Trustee

Trust Hon. Treasurer

Dr Roger Forder
30 Brittens Close, Guildford GU2 9RJ

Trust Hon. Secretary

Dr Roger Forder (until 30 Sep 2016); position subsequently vacant.

2. PROFESSIONAL ADVISERS

Accountancy Adviser

Ms L S McLachlan MAAT
LMD Accountancy & Taxation
71 Bushy Hill Drive, Merrow, Guildford GU1 2UQ

Independent Examiner

Mr D S Taylor ACIB
16 Martin Road, Stoughton, Guildford GU2 9NX

Solicitors

GBH Law Ltd
Oak House, Shackleford Road, Elstead, Godalming GU8 6LB

Bankers

CAF Bank Ltd
25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ

3. OBJECTIVES AND MANAGEMENT

The objectives of the Trust are:

- (1) to manage and maintain Worplesdon Memorial Hall and its associated Recreation Ground in order to provide recreational, social and sporting facilities for the residents of Worplesdon and surrounding areas;
- (2) to manage and maintain the Sidney Sime Gallery, situated on the first floor of the Memorial Hall, in order to conserve, display and promote interest in the works of art received under Mary Sime's bequest (see section 4 below).

The management of the hall, gallery and recreation ground is in the hands of seven Trustees: four Donor Trustees and three Trustees nominated by Worplesdon Parish Council. They are assisted by an Honorary Secretary who is not a Trustee (although this position was vacant as at 31 December 2016). Although Worplesdon Parish Council is the formal owner of the land and hall, it is not in any way responsible for the control or management of the property.

The hall is rented out for a wide variety of functions and meetings, while fees are received from local football, cricket and tennis clubs for their use of the recreation ground. Local and regular users benefit from discounted charges, as do specifically charitable events. The income generated is used to operate, maintain and improve all the facilities on a continuing basis. The Trust employs a resident caretaker who is provided with accommodation in a cottage adjoining the hall.

In respect of the Sidney Sime Gallery, the Trustees have two primary aims: to conserve and, wherever necessary, restore the art works in the collection; and, by increasing visitor numbers and through special events, to raise awareness of Sime's work and to realise the Gallery's potential as a significant cultural and educational resource both locally and more generally. There is no entry fee for visiting the Gallery, although donations are usually forthcoming especially in respect of group visits, for which an introductory talk is normally part of the programme.

In exercising their duties the Trustees have at all times full regard for the Charity Commission's public benefit guidance.

4. HISTORY

The Trust was established by a deed dated 16th October 1919. The Trust Deed included the conveyance of a parcel of land at Perry Hill to Worplesdon Parish Council by Sir James L. Walker CIE, at that time the owner of Worplesdon Place.

Subsequently, in 1922, Worplesdon Memorial Hall was built on the land in memory of the local men killed in World War I. This was funded by an anonymous donor, now known to be Sir Laurence Halsey KBE.

In October 1949 Mrs Mary Sime, the widow of Sidney Herbert Sime, a well-known painter and illustrator who had lived locally for many years, willed to the Trustees a gift of £3,625 and a collection of her late husband's work. In April 1956 the Sidney Sime Gallery was added to the Hall to house his paintings.

5. REVIEW OF THE YEAR

5.1 Governance

The Trust Deed requires one Donor Trustee and one Parish Council Trustee to step down at the end of each calendar year, on a rotational basis determined by seniority. They are eligible to seek re-appointment. Those standing down on 31st December 2016 were Mr Cater (Donor Trustee) and Mr Welch (Parish Council Trustee). Mr Cater was re-appointed by the remaining Donor Trustees for a further 4-year term. The Parish Council deferred any decision on Mr Welch's replacement until early 2017.

The Trust Deed also requires that the Chairman should step down at the end of each year, while being eligible for re-election. Mr Cater therefore formally stood down as Chairman on 31st December 2016, but was re-elected for a further year.

5.2 Staff

Mr Bernard Callanan, who for more than 12 years had been caretaker of the Hall, retired in April, with a highly successful farewell reception attended by numerous representatives of user groups and the local community generally. A popular and much respected figure, his exemplary service to the Trustees, the Hall and its users was universally acknowledged. Following an open advertisement and a formal selection process, Mr Tim Astley was appointed to succeed him.

5.3 Operations and finance

During 2016 some 138 separate organizations or individual hirers used the Hall or Grounds (up from 130 in 2015), indicating that the facilities offered remain an attractive choice for a great variety of activities and events.

The overall financial result in 2016 was a deficit of £6,152. This negative outcome was largely driven by expenditure of some £11,600 on architects' and planning fees in connection with the major extension and improvement programme planned for 2017 (see section 5.5 below). A proportion of this sum will be reclaimed as grants once building is underway.

In the absence of this exceptional expenditure a surplus of £5,451 would have been recorded, a considerable improvement on 2015 (when the corresponding figure was £147), largely the result of reduced requirements for expenditure on general repairs and maintenance. Routine improvements completed during the year included installation of a baby-change facility, improved provision for sanitary waste management and internal redecoration of Memorial Hall Cottage. Legal fees amounting to nearly £1600 were incurred as a result of the need to put in place both an updated contract of employment for the new caretaker and also a new agreement with Worplesdon Pre-school following a change in ownership of the latter.

Financial assets (cash and investments) at the end of 2016 stood at just over £71,000, well above the target of maintaining one year's rental and field charge income (about £46,000) as a reserve fund. However, these additional resources will be needed for the planned building improvements, which is likely to reduce the reserves below this target.

5.4 Sidney Sime Gallery

The Sidney Sime Gallery had a very active year. The regular open afternoons have become established and there was a steady increase in the number of visitors, especially at Guildford Heritage Weekend when 83 visitors were welcomed. Combined group visits to the Gallery and St Mary's Church, Worplesdon - usually with an introductory talk and tea - continued,

with the resultant donations benefitting both organisations financially. These events also serve to strengthen links with the local community and provide an opportunity to thank our supporters among local arts-related bodies. Data are now being collected to record accurately the total number of visitors and associated activities.

The Gallery Sub-Committee met frequently in preparation for the 2017 exhibition at The Lightbox, Woking, when approximately 80 items are to be exhibited, all of which will have required cleaning, restoration or re-framing. A booklet on Sime is planned for this event, sponsored in full by Ewbank's Auctioneers.

The annual half-term Family Workshop in February, based on the theme “The Pirates of Perry Hill”, proved another notable success, with participation from 41 children plus parents and 22 volunteers. Children from Worplesdon Pre-school again undertook project work linked with the Gallery.

Three postgraduate MA students from Camberwell College of Arts and West Dean College restored three paper artworks, Sime’s Bogey Beasts notebooks and (with a grant from NADFAS) Sime’s anatomy book. A grant of £1000 from Surrey Museums Partnership helped towards the restoration of two large oil paintings and the framing of 10 illustrations and 10 theatrical caricatures for the Lightbox Exhibition. The Trustees are extremely appreciative of the grant support that they have received during the year.

The Trustees would also like to record their thanks to Curator Anne Philips, the members of the Gallery Sub-Committee, and volunteers who help with archiving, guiding and serving refreshments.

5.5 Hall extension and improvement programme

During the year, the Trustees commissioned architects’ plans for a major two-phase programme of improvements to the Hall. Phase I, to be carried through in 2017, will involve extension and refitting of the kitchen, provision of external toilets and provision of a new chair store, whilst Phase II, which it is hoped will be possible in a few years time, will extend the Sidney Sime Gallery.

Formulation of these proposals took full account of an extensive consultation exercise with users and the local community generally, including a formal public consultation event at the Hall in February 2016. Improved disabled access is an important part of these plans.

Planning permission from Guildford Borough Council was received in September 2016.

The ability of the Trustees to carry through this programme is critically dependent on external support and a number of grant applications were made during the year. An award of £40,000 from the Surrey Community Buildings Grant Scheme (jointly funded by Surrey County Council and Guildford Borough Council) was notified in July 2016 and a contribution from Worplesdon Parish Council was also agreed. The Trustees are extremely grateful for this support. Responses to other applications were still pending at year end.

6. FUTURE PLANS

The focus of activity during 2017 will be to carry through Phase I of the extension and improvement programme described above. At the same time, work will begin to identify sources of finance to support Phase II.

Signed on behalf of the Trustees

Signature	Full name	Date of approval
[Original signed in manuscript]	Terence Brian Cater	2 Oct 2017
[Original signed in manuscript]	Roger Arthur Forder	2 Oct 2017