



**Radio Cavell
Trustees Annual Report
and Accounts
For the Year Ending
31 March 2023**

Charity Number 1090707

Mission Statement

To extend and improve the relief of sickness, infirmity and old age by providing a quality 'Entertainment and Information' broadcasting service, supporting the work of The Northern Care Alliance NHS Foundation Trust, The Oldham Care organisation and The Oldham Primary Care Trust.

This is the Annual Report of Radio Cavell, for the period 1st April 2022 to 31st March 2023.

Legal and Administrative Information

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Radio Cavell is a Charitable incorporated organisation, registered as a charity in England and Wales.

Charity Number: 1090707 (England & Wales)

Trustees:

Name	Date of retirement by rotation	Meetings Attended / Meeting eligible to attend	Additional information
Phil Edmonds	2023	6 out of 6	
David McGealy	2024	5 out of 6	
Kent Wells	2025	6 out of 6	
Arthur Chorley	2025	6 out of 6	Appointed 5 th September 2022
Ian Wolstenholme	2024	5 out of 6	Appointed representative of Oldham Community Radio

Principle Office:

The Studios, The Royal Oldham Hospital
Rochdale Road
Oldham
OL1 2JH

Governing Documents:

Memorandum & Articles of association of Radio Cavell Ltd adopted 12th March 2001 were replaced by Radio Cavell CIO Constitution adopted on 11th October 2021

Bankers:

Barclays Bank plc
Oldham Branch
High Street
Oldham
OL1 3AZ

In October 2021 Radio Cavell Ltd was superseded by Radio Cavell as a Charitable Incorporated Organisation which took over the operation and assets of the former limited company which was formally dissolved on 11th October 2021

Further references in this document to Radio Cavell can be taken as referring to Radio Cavell CIO.

Charitable Objectives

The objectives of the charity are:

- (1) The relief of sickness, poor health and old age amongst people living in the Oldham Metropolitan Borough by providing a local broadcasting service for hospitals, residential homes and similar institutions, and for patients receiving community care;
and
- (2) The advancement of health and prevention or relief of sickness for the public benefit through the promotion of the benefits of living a healthy lifestyle, and the importance of maintaining good personal mental and physical health by (mainly, but not exclusively) the means of broadcasting health education messages to people living in the Oldham Metropolitan Borough.

Organisation and Management Structure

Radio Cavell is governed by its Constitution as adopted on 11th October 2021.

The Trustees are responsible for the overall governance of the organisation. The Board consists of a maximum of six elected trustees, elected by the Full Members for a three-year term of office. Our governing regulations allow the board to co-opt members to the role of trustee in the event of a vacancy becoming available mid-term. Such appointments are valid only until the following AGM.

We currently have the appointed post-holders of Record Librarian and Social Media assistant who are members with specific skill sets, who are not trustees, but who are given responsibility for a specific area and who are overseen by the trustees.

During the year ending 31st March 2023 the trustees met officially on 6 occasions. On top of this the trustees had numerous informal meetings regarding individual topics arising from the monthly discussions and to make decisions as they presented themselves on a daily basis.

Radio Cavell Management Team during the period 1st April 2022 – March 31st 2023.

Chairman	Kent Wells
Admin Secretary	Vacant
Treasurer	Phil Edmonds
Broadcast Manager	Phil Edmonds
Human Resources	Vacant
Communications	Vacant
Fundraising	David McGealy
Technical Co-ordinator	Arthur Chorley
Record Librarian	Steve Bolton
Social Media	Richard McLarnon

Related Organisations

Radio Cavell is a member of the Hospital Broadcasting Association, the national charity that supports and promotes hospital broadcasting in the UK.

Phil Edmonds, is also a director of Oldham Community Broadcasting Ltd.

David McGealy is also a director of Oldham Community Broadcasting Ltd and Radio Regen.

Radio Cavell is a member and corporate director of Oldham Community Broadcasting Ltd.

Ian Wolstenholme was appointed to represent Oldham Community Broadcasting Ltd as a trustee of Radio Cavell.

Report on the organisation's activities

Radio Cavell is proud to say that despite the issues and restrictions Covid 19 presented, it has been able to maintain the 24 hours a day broadcast to the patients and staff within the Royal Oldham Hospital. Broadcasting through the Hospedia internal network which services the hospital bedside monitors and via a low power Medium Wave transmitter on 1350 AM to those areas of the Hospital without the bedside connections.

Regular access to the studio after the changes in Covid restrictions was agreed with the Oldham Care Organisation and volunteers were extremely pleased to be able to present their programmes from the studios once more. Access to certain parts of the hospital remained restricted for the majority of the year however we are pleased to say that full pre- covid access to listeners across the site is now available again.

It is unfortunate that during the last 3 years we have been unable to recruit new members due to the Covid-19 restrictions in place on the Hospital site and more recently the alterations to the building where our studios are located. Throughout this period a number of people have contacted us regarding volunteering and recruitment sessions are being planned in for in the very near future. All Radio Cavell trust volunteers are required to have a current valid DBS certificate and while this is necessary it does slow the possible recruitment of new members.

Request programmes continue to be our flagship programme and we aim to broadcast every night of the week. These are complimented by various other programmes including interviews, specialist music, sports, special events and a broadcast of the Sunday morning hospital chapel service. Additionally, some sizeable hospital departments listen to Radio Cavell in the workplace.

While continuing to broadcast through the Ofcom licence for the 1350AM transmission Radio Cavell trustees are continuing to monitor the changes in licence conditions brought about by the reduction in AM broadcasting and the moves to FM and new digital platforms with DAB. Radio Cavell must continue to look forward at the opportunities these changes may bring and must not be left behind by any such changes.

Radio Cavell continues to receive support from Northern Care Alliance and more specifically the Oldham Care Organisation, through the provision of premises, services and support from the Trust's Volunteer Services Manager.

Radio Cavell has always had great pride in its ability to meet the requests of our patients and listeners within the hospital complex with its extensive music library. The need to constantly update the library together with the ever-increasing demands on space has seen a change in direction over the last 12 months. It had become impossible to continue to grow the collection and reduce the physical space required to store everything. It was therefore decided to reduce the vinyl and CD collections and to digitise as much of the music as possible. While this task remains ongoing, our record librarian has done an excellent and substantial job in moving to a predominantly digital collection following the sale of our surplus vinyl records.

The pandemic and restrictions resulting from it, demonstrated the increasing need and dependency on technology and flexible in the way we work. It further highlighted the benefits of working collaboratively with others, in particular Oldham Community Radio, without whom we would not have been able to continue to provide the services we have. The relationship with them has also enabled us to increase our live output through shared daytime programmes such as Oldham Today, The Wireless Programme, and other sports and local interest programmes from time to time.

November 29th 2022 Saw the 70th Anniversary of the first recorded Hospital Radio broadcast to the patients in the Oldham Hospitals when the football match live from Boundary Park was broadcast. This was an extremely significant event in hospital broadcasting in Oldham and in order to mark the occasion a series of events and special broadcasts have taken place. These will continue into the new year as it was felt that it should be a year of celebration rather than a one-off event. With contributions from past and present members and archived recordings it is intended to include as many people as possible in marking the anniversary and hopefully providing our listeners with some long-forgotten memories.

Financial Review

Following the change in legal status from a company limited by guarantee to a Charitable Incorporated Organisation our previous period financial year ran 1st October 2021 to the 31st March 2022, thus the previous year figures cover a shorter than usual period

The financial situation with regards to Radio Cavell remains finely balanced. Radio Cavell is extremely grateful to those people and organisations who have been able to support us during this difficult time.

During the year we were extremely grateful to a number of our supporters.

Radio Cavell is registered with both Easy fundraising and Amazon Smile websites who make charitable donations based on purchases made by those people who nominate Radio Cavell as their Charity and over the period we received £57 from them.

Grants were received in the period from;

Action Together One Oldham Fund (May 2022) - £1,000 – costs of Computer equipment

Action Together One Oldham Fund (March 2023) £1,000 - Developing our music library and publicity materials. (Of which £230 deferred to 2023-24)

Additionally expenditure was made against restricted funds carried forward from the previous year where the full balance of grants had not yet been expended;

Action Together One Oldham Fund - £54 – broadcasting equipment.

We received support 'in-kind' from The Northern Care Alliance NHS Foundation Trust in the form of premises, heat and light and some technical and telecoms facilities.

Receipts and payments account

Period start date: 01/04/2022 Period end date : 31/03/2023

Section A: Receipts and payments

	Unrestricted Funds £	Restricted Funds £	Total Funds £	Previous year Funds £
Receipts				
Grants	-	2,000	2,000	1,415
Donations	1,064	-	1,064	-
Fund Raising Activities	386	-	386	53
Sub Total	1,450	2,000	3,450	1,468
Asset and investment sales	3,800	-	3,800	-
Total Receipts	5,250	2,000	7,250	1,468
Payments				
Broadcast Licences	2,049	-	2,049	948
Telecoms and Internet	445	-	445	218
Administrative Costs	50	-	50	93
Publicity and Promotion	-	122	122	328
Misc	-	-	-	99
Sub Total	2,544	122	2,666	1,686
Asset and investment purchases				
Equipment	-	1,920	-	1,850
Total Payments	-	-	4,586	3,536
Transfers between funds	-	-	-	
Cash funds last year end	1,611	704	2,315	
Cash funds this year end	4,334	644	4,978	

Section B: Statement of assets and liabilities at the end of the period

	Unrestricted Funds £	Restricted Funds £
Cash Funds		
Cash at Bank	4,334	644
Total Cash funds	4,334	644
Other monetary assets	-	-
Investment assets	-	-

Assets retained for the charity's own use

	Fund	Cost £
Computer Workstation	restricted grant funds'22	1,164
HP MFP Printer	restricted grant funds'22	157
Audio server storage drives	restricted grant funds/ General funds	440
Outside Broadcast headsets	restricted grant funds'21	570
Laptop computer system	restricted grant funds'21	569
Audio switcher	restricted grant funds'21	711

Additionally, the charity has assets of CD and record library, technical equipment comprising broadcasting studios, transmitter equipment and office equipment. The majority of these items are in excess of a decade old.

Liabilities

In the next 12 months immediate liabilities consist of broadcasting licences and telecoms costs to the sum of approximately £2750.

Signed on behalf of the trustees

Kent Wells
2nd October 2023

Phil Edmonds
2nd October 2023