

# hhcr, basingstoke community radio

England & Wales · Charity number 1153159

## Details

---

Other names	HELPING HANDS FOR THE BLIND
Status	Registered
Legal form	CIO
Registered	2013-07-31
Register	<a href="#">View on the Charity Commission register</a>

## Contact

---

Address	Suite 4 The Clock Tower Chineham Shopping Centre Chineham Basingst
Phone	01256 533987
Email	<a href="mailto:info@basingstokecommunityradio.org.uk">info@basingstokecommunityradio.org.uk</a>
Website	<a href="http://www.basingstokecommunityradio.org.uk">www.basingstokecommunityradio.org.uk</a>

## Activities

---

**Objects:** 1. TO RELIEVE THE NEEDS OF BLIND AND PARTIALLY SIGHTED PEOPLE IN BASINGSTOKE AND THE SURROUNDING AREAS THROUGH THE PROVISION OF SUPPORT, EDUCATION AND PRACTICAL ADVICE.2. TO ADVANCE THE EDUCATION OF THE GENERAL PUBLIC IN ALL AREAS RELATING TO BLINDNESS AND VISUAL IMPAIRMENT.3. THE PROMOTION OF SOCIAL INCLUSION AMONG BLIND AND PARTIALLY SIGHTED PEOPLE WHO ARE SOCIALLY EXCLUDED FROM SOCIETY, OR PARTS OF SOCIETY, AS A RESULT OF BEING BLIND OR VISUALLY IMPAIRED BY:· PROVIDING EDUCATION AND INFORMATION;· RAISING PUBLIC AWARENESS OF THE ISSUES AFFECTING BLIND AND VISUALLY IMPAIRED PEOPLE BOTH GENERALLY AND IN RELATION TO THEIR SOCIAL EXCLUSION

**Activities:** HHCR, Basingstoke Community Radio is a vibrant Community Radio station whose management and programming is based on community access and participation, and which reflects the special interests and needs of the listenership of the Basingstoke and the surrounding areas community that the Station is licensed to serve.

## Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Disability
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies

## Geography

- Hampshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£26,636	£31,769	-	-
2024-07-31	£34,750	£34,156	-	-
2023-07-31	£18,000	£30,730	-	-
2022-07-31	£17,726	£38,601	-	-
2021-07-31	£37,311	£18,593	-	-

## Trustees

Name	Role	Appointed
<b>DAVID CHATTEN- SMITH</b>	Chair	2021-10-01
David Chatten-Smith		2013-05-14
Jef Powel		2022-08-25
Jim McArthur		2024-04-10
Julian Ricketts		2024-04-10
Michael Iles		2023-07-11
Richard Pearson		2022-08-25
Stephen Cobbett		2025-07-22

**hhcr, basingstoke community radio**

England & Wales - Charity number 1153159

---

# Accounts

---

**HHCR, Basingstoke Community Radio**

**REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 JULY 2025**

Charity Registration Number 1153159

**REGISTERED AND PRINCIPAL OFFICE**

The Clock Tower  
Suite 4  
Chineham Shopping Centre  
Basingstoke  
Hampshire  
RG24 8BQ

**HHCR, Basingstoke Community Radio**  
**INDEX TO THE ACCOUNTS**

Page	
3	Reference and Administrative Information
4 - 7	Trustees' Report
8	Independent Examiner's Report
9	Receipts and Payments Accounts
11	Statement of Assets and Liabilities
12 - 14	Notes forming part of the Accounts

## **HHCR, Basingstoke Community Radio**

Charity Registration Number 1153159

The Trustees of HHCR Basingstoke Community Radio CIO, present to the members its annual report for the year ended 31 July, 2025, which were approved by the Committee on 18<sup>th</sup> November, 2025 in accordance with Section 162 of the Charities Act 2011.

The Charity changed its name from Helping Hands for the Blind to HHCR, Basingstoke Community Radio on 1<sup>st</sup> October, 2022.

### **REFERENCE AND ADMINISTRATIVE INFORMATION**

The current Board of Trustees:

#### **CHAIR & TRUSTEES**

David Chatten-Smith	Chairperson, Appointed 14 May, 2013
Richard Francis Pearson	Appointed 25 August, 2022
Jef Powel	Appointed 25 August, 2022
Michael Iles	Appointed 11 <sup>th</sup> July, 2023
Jim McArthur	Appointed 10 <sup>th</sup> April, 2024
Julian Ricketts	Appointed 10 <sup>th</sup> April, 2024
Stephen Cobbett	Appointed 22 <sup>nd</sup> July, 2025

#### **BANKERS**

Metro Bank  
Chiswick House  
Unit 1 Festival Way  
Basingstoke  
Hampshire  
RG21 7LD

#### **INDEPENDENT EXAMINER**

Mrs Claire Watts  
87 St. James Street  
Newport  
Isle of Wight  
PO30 1LB

**HHCR, Basingstoke Community Radio  
TRUSTEES' REPORT  
FOR THE YEAR ENDED 31<sup>st</sup> JULY 2025**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Our Vision, Mission and Values**

**Vision**

We work to enjoy a world where community radio provides a way to build stronger communities through giving a voice to all sectors of society and through the promotion of the arts.

**Mission**

Basingstoke Community Radio Mission Statement:

Our Mission is to develop Basingstoke Community Radio to its full potential as a vibrant Community Radio station whose management and programming is based on community access and participation, and which reflects the special interests and needs of the listenership of the Basingstoke and the surrounding areas community that the Station is licensed to serve.

**Objectives**

Basingstoke Community Radio provide an outlet to:

- promote local community, arts, cultural and sporting groups and events
- support local musicians, writers and poets
- promote the history of the region
- cater for alternative musical tastes
- support the indigenous community
- provide a voice for the disabled
- promote education and learning as a lifetime experience
- enable multicultural access
- highlight local social areas of concern
- promote tourism in the region

**Values**

We value radio because it is easy to produce, free to consume, and accessible to more people than any other mass media. We believe in Basingstoke Community Radio because it is a proven tool for community engagement and cultural expression. We will always be a friendly media organisation – accessible to all, inclusive, honest and fun-loving. We will ensure that we are securely and prudently run, but we will never do anything purely for the money.

**Our Objectives and Activities**

HHCR, Basingstoke Community Radio is a charitable incorporated organisation (CIO) recognised by the Charity Commission in April 2012. We use community radio to support communities, promote the arts and provide educational opportunities across Basingstoke and

Deane. Our principal activity is to manage Basingstoke Community Radio – a volunteer-run, community radio station, broadcasting on the internet and DAB+ from our base in Basingstoke. Basingstoke Community Radio was launched on 6 June 2019. Our goals include: developing our digital broadcast capacity, creating employment courses based on broadcasting and production skills, becoming a voice for young and local artists and performers and supporting voluntary organisations by promoting their work in the community.

The Charity's objects are the following:

- (a) to relieve the needs of blind and partially sighted people in Basingstoke and the surrounding areas through the provision of support, education and practical advice;
- (b) to advance the education of the general public in all areas relating to blindness and visual impairment;
- (c) the promotion of social inclusion among blind and partially sighted people who are socially excluded from society, or parts of society, as a result of being blind or visually impaired by:
  - a. providing education and information
  - b. raising public awareness of the issues affecting blind and visually impaired people both generally and in relation to their social exclusion.

## **Our Structure, Governance and Management**

### **Type of governing document**

HHCR Basingstoke Community Radio is a CIO based on the Charitable Incorporated Organisation – Foundation Constitution with amendments.

Membership is open to:

- anyone over 16 years of age who lives, works or studies in Basingstoke and surrounding areas;
- anyone who volunteers with HHCR Basingstoke Community Radio;
- and organisations closely associated with the aims of Basingstoke Community Radio.

The CIO is managed by a Board of Trustees elected from the membership or co-opted by the Board.

### **Trustee recruitment and appointment**

HHCR, Basingstoke Community Radio was founded by four Trustees who then recruited primarily from within the volunteers and membership. The Trustees conduct an annual review

of board skills with a view to informing the skills and experience required to be both an effective charity Trustee and complement the existing Board composition.

## **Our people**

As set out in the Charity's governing document, the Committee shall consist of not less than three and up to twelve individuals members. Every trustee, replacement, additional and re-appointed, must be appointed by a resolution passed at a properly convened meeting of the Charity's Trustees.

Changes to Trustees since the last annual general meeting were:

Stephen Cobbett	Co-opted 22 <sup>nd</sup> July, 2025
Nicholas Scott Burnett	Resigned 20 <sup>th</sup> November, 2025
Vikki Fox	Appointed 22 <sup>nd</sup> July, 2025
	Resigned 30 <sup>th</sup> August, 2025

## **Public Benefit**

The Charity is a public benefit entity.

We review our aims, objectives and activities each year. This review looks at what we have achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help.

This review also helps us ensure our aim, objectives and activities remain focused on our stated purpose. We have referred to the guidance contained in the Charity Commission's general guidance of public benefit when reviewing our aims and objectives and in planning our future activities. In particular the Trustees consider how planned activities will contribute to the aims and objectives they have set.

## **ACHIEVEMENTS AND PERFORMANCE**

Our sixth year of operation was full of challenges which the Trustees and volunteers met head-on. The period of recovery from COVID impact is enduring and remains with us to this day. However, a boost came from an offer of some free office space for the station, which was welcomed for the charity.

Since we moved our operations into the clock tower, Chineham shopping centre back in 2023, the station has managed to secure a number of extra rooms to grow and build on the station's great reputation as the only radio station serving Basingstoke. The station now has taken possession of: Main reception, to greet visitors, 4 studios, including a podcasting studio, a live music space for local bands to perform live on the radio, a staff room and small kitchen area, and a dedicated training room, that is used for the station's Beacon project and volunteer training.

We currently manage 34 volunteers, which include one that joined us after doing a week's work experience with us.

HHCR, Basingstoke Community Radio  
Registered Charity Number 1153159  
Year Ended 31<sup>st</sup> July, 2025

Basingstoke Community Radio continues to produce the local talking news service for anyone in the community that has a print disability. This service has seen a digital change over the past year, with all content being available online only, and the stopping of a USB stick or cassette option. This service currently serves approx. 172 subscribers each week, and is produced with only 3 volunteers: Talking news reader, talking news sport reader, and a talking news social content reader.

The station continues to promote itself within the community as much as it can, as public awareness is still an ongoing matter.

### **Future Plans**

In light of COVID-19 impact on commercial income across the board for all charities, Basingstoke community radio will continue to seek out advertising opportunities for the station and offer affordable advertising to local businesses to help fund the station's yearly running costs. However, with the current financial climate, it is proving to be a difficult task.

The station is due to sell its current outside broadcast trailer and branded radio car, and replace it with a single vehicle: a MERCEDES-BENZ SPRINTER High-top / LWB. This will be fitted out to provide a mobile studio and storage for everything that we use as a station when doing any outside event. Doing this will reduce the volunteer commitment and will make it easier for the station to help with community events.

### **Responsibilities of the Committee**

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity to enable them to ensure that the accounts comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This Report was approved on 18<sup>th</sup> November, 2025 by the Committee and signed on its behalf by:

*David Chatten-Smith*  
David Chatten-Smith (Feb 13, 2026 09:45:59 GMT)

Signed on behalf of the charity trustees:  
David Chatten-Smith  
Chairperson  
18<sup>th</sup> November, 2025

## **Independent Examiner's Report to the Trustees of HHCR, Basingstoke Community Radio**

I report to the Trustees on my examination of the accounts of HHCR, Basingstoke Community Radio (the Charity) for the year ended 31<sup>st</sup> July, 2025, which are set out on pages 9 to 14.

### **Responsibilities and basis of report**

As the Charity's Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent Examiner's Statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1) the accounting records were not kept in accordance with section 130 of the Act; or
- 2) the accounts do not accord with those records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this Report in order to enable a proper understanding of the accounts to be reached.

*Claire Watts*

Claire Watts (Feb 13, 2026 13:15:16 GMT)

Mrs Claire Watts  
11<sup>th</sup> February, 2026

87 St. James Street  
Newport  
Isle of Wight  
PO30 1LB

**HHCR, Basingstoke Community Radio  
RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE YEAR ENDED 31 JULY, 2025**

Last year		Unrestricted funds	Restricted funds	Total funds
£		£	£	£
	<b>A1 Receipts</b>			
3,497	Donations Received	5,517	0	5,517
20,969	Grants - government	316	9,215	9,531
3,000	Grants - others	362	0	362
671	HHCR Lottery income	863	0	863
1,363	Advertising income	9,858	0	9,858
5,250	Other income	505	0	505
<u>34,750</u>	Sub total (Gross income)	<u>17,421</u>	<u>9,215</u>	<u>26,636</u>
	<b>A2 Asset and investment sales</b>			
<u>34,750</u>	<b>Total receipts</b>	<u>17,421</u>	<u>9,215</u>	<u>26,636</u>
	<b>A3 Payments</b>			
60	Production Costs	840	455	1,295
7,216	Radio expenditure	6,374	11,043	17,417
2,500	Other direct costs	0	0	0
169	Welfare	743	0	743
0	Motor expenses	961	0	961
2,773	Light and Heat	3,343	0	3,343
746	Telephone and fax	787	0	787
200	Website Costs	0	0	0
0	Stationery and printing	71	109	180
156	Postage and Courier services	156	0	156
180	Subscriptions	180	179	359
745	Insurances	990	0	990
4,153	Equipment expenses	1,199	0	1,199
556	Storage and removal costs	411	0	411
0	Repairs and maintenance	200	0	200
997	Network and IT Costs	0	0	0
482	Sundry expenses	0	0	0
50	Independent examinations	50	0	50
480	Accountancy fees	480	0	480
0	Legal and professional	100	0	100
0	Consultancy fees	0	219	219
500	Advertising and PR	247	2,394	2,641
5,000	Temporary advances from trustees repaid	0	0	0
193	Licenses	238	0	238

27,156	Sub total	17,370	14,399	31,769
	<b>A4 Asset and Investment purchases</b>			
7,000	Plant purchases	0	0	0
7,000	Sub total	0	0	0
<b>34,156</b>	<b>Total payments</b>	<b>17,370</b>	<b>14,399</b>	<b>31,769</b>
<b>594</b>	<b>Net receipts / (payments)</b>	<b>51</b>	<b>(5,184)</b>	<b>(5,133)</b>
	<b>A5 Transfer between funds</b>	<b>(1,687)</b>	1,687	0
14,066	<b>A6 Cash funds last year end</b>	4,095	10,565	14,660
<b>14,660</b>	<b>Cash funds this year end</b>	<b>2,459</b>	<b>7,068</b>	<b>9,527</b>

The notes on pages 12 to 14 form part of these accounts

**HHCR, Basingstoke Community Radio**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AS AT 31<sup>st</sup> JULY, 2025**

Last year £		Unrestricted funds £	Restricted funds £	Total funds £
	<b>B1 Cash funds</b>			
14,066	Bank Current Account	2,459	7,068	9,527
14,066	Sub total	2,459	7,068	9,527
	<b>B2 Other monetary assets</b>			
750	Other debtors	395	0	395
750	Sub total	395	0	395
	<b>B4 Assets retained for own use</b>			
10,000	Plant (Cost)	10,000	0	10,000
3,000	Furniture (Cost)	3,000	0	3,000
13,000	Sub total	13,000	0	13,000
	<b>B5 Liabilities</b>			
530	Other Creditors	555	0	555
530	Sub total	555	0	555

The Charity's governing document does not require the Charity to obtain an audit of its financial statements for the year ended 31<sup>st</sup> July, 2025 and in accordance with Section 145 of the Charities Act 2011 the Charity Trustees have elected to have the accounts independently examined.

The Trustees confirm they have provided all information and explanations to the Independent Examiner in accordance with Section 33 of The Charities (Accounts and Reports) Regulations 2008.

These financial statements were approved by the Trustees on 18<sup>th</sup> November, 2025 and have authorised the Chair to sign them on their behalf.

**David Chatten-Smith (Trustee)**

**HHCR, Basingstoke Community Radio**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>st</sup> JULY, 2025**

**1. Accounting Policies**

**a) Basis of Accounting**

The Charity's gross income in the financial year does not exceed £250,000 and the Charity Trustees have therefore elected to prepare –

- a) a receipts and payments account, and
- b) a statement of assets and liabilities

in accordance with Section 133 of The Charities Act 2011.

The principal policies of the Charity are set out as follows.

**b) Financial Statements**

The content and format of these financial statements are compliant with recommendations provided by the Charity Commission.

**c) Reserves Policy**

The Trustees have reviewed the Charity's need for reserves in line with the guidance issued by the Charity Commission and has agreed that the cash reserve should ideally not fall below a level consistent with enabling the Charity to fund approximately twelve months core operational costs and provide sufficient financial flexibility. The Trustees report that after making full provisions for designated expenditure the current free reserves of £2,459 (2024: £14,660) represent an approximate one and a half month (2024: 6½) of the estimated twelve months' running costs.

**d) Funds Structure Policy**

Restricted funds are subject to restrictions on their expenditure by the donor. Unrestricted funds are available for use at the discretion of the Committee in furtherance of the general objectives of the Charity. Designated funds are general funds that have been earmarked for a particular purpose.

**2. Staff costs and trustee remuneration**

During the year loan repayments were made by Graham Hardy. The circumstances of the loan was explained in a prior Trustees' Report. No members of the Committee received any remuneration during the year and no employees had emoluments in excess of £60,000. No expenses were claimed.

### 3. Value Added Tax

The Charity is not registered for VAT and thus any VAT incurred is wholly irrecoverable and is charged to the specified activity for which it was incurred.

### 4. Taxation

The Charity is a registered charity and as such is exempt from tax on its income under Section 505 of the Income and Corporation Taxes Act 1988, as long as its income is applicable and applied for charitable purposes only. During the year all of the income was applicable and applied towards charitable purposes.

### 5. Assets retained for Charity's own use

At the year end the Charity had the following assets:

	2024		2025	
	Cost	Book Value	Cost	Book Value
	£	£	£	£
Plant	10,000	10,000	10,000	10,000
Furniture	3,000	3,000	3,000	3,000
<b>Totals</b>	<u>13,000</u>	<u>13,000</u>	<u>13,000</u>	<u>13,000</u>

### 6. Other monetary assets

	2024	2025
	£	£
Loan advances outstanding	<u>750</u>	<u>395</u>

### 7. Liabilities

	2024	2025
	£	£
Independent examiner's fee	50	75
Bookkeeping services	480	480
	<u>530</u>	<u>555</u>

## 8. Analysis of movement in Charity Funds

Restricted funds arise when the donor gives funds for a specific purpose. The Charity monitors the income and expenditure ensuring that sufficient cash reserves are maintained. On completion of the project any surplus funds are transferred to unrestricted reserves where allowed under the terms of the donation. With the change in the Charity's objectives the brought forward restricted reserves are now no longer designated as such. The following table shows the analysis and movement in funds during the year:

	B / fwd 01-Aug-24 £	Receipts £	Payments £	Transfers £	C / fwd 31-Jul-25 £
<b>Restricted funds</b>					
Beacon	3,815	0	5,502	1,687	0
Connecting Communities Fund	0	2,465	1,102	0	1,363
Strengthening Communities Fund	6,750	6,750	7,795	0	5,705
<b>Total restricted funds</b>	<u>10,565</u>	<u>9,215</u>	<u>14,399</u>	<u>1,687</u>	<u>7,068</u>
<b>Unrestricted funds</b>					
General	4,095	17,421	17,370	(1,687)	2,459
<b>Total unrestricted funds</b>	<u>4,095</u>	<u>17,421</u>	<u>17,370</u>	<u>(1,687)</u>	<u>2,459</u>
<b>Total funds</b>	<u>14,660</u>	<u>26,636</u>	<u>31,769</u>	<u>0</u>	<u>9,527</u>

### Restricted funds purpose

Basingstoke and Dean Borough Council have provided funds for the following projects:

#### Beacon

This is a radio training workshop project that will run every 6 weeks and will give students the skills to present a radio program/ podcast.

#### Connecting Communities Project

Further funding to help the station become self sustainable by allowing us to gain the skills of a freelance fundraiser / marker.

#### Strengthening Communities Project

Further funding to help the station become self sustainable by allowing us to gain the skills of a freelance fundraiser / marker.










# HHCR Basingstoke Community Radio Accounts 2025

Final Audit Report

2026-02-13

Created:	2026-02-10
By:	David Fields (dave@daybooks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAArkOwUOLISfxQZj08RrJrAWTEV-fFB9A9

## "HHCR Basingstoke Community Radio Accounts 2025" History

-  Document created by David Fields (dave@daybooks.com)  
2026-02-10 - 10:22:23 AM GMT- IP address: 109.146.228.168
-  Document emailed to David Chatten-Smith (info@basingstokecommunityradio.org.uk) for signature  
2026-02-10 - 10:22:28 AM GMT
-  Email viewed by David Chatten-Smith (info@basingstokecommunityradio.org.uk)  
2026-02-10 - 8:46:22 PM GMT- IP address: 172.226.183.11
-  Email viewed by David Chatten-Smith (info@basingstokecommunityradio.org.uk)  
2026-02-12 - 3:46:43 PM GMT- IP address: 51.7.0.137
-  Document e-signed by David Chatten-Smith (info@basingstokecommunityradio.org.uk)  
Signature Date: 2026-02-13 - 9:45:59 AM GMT - Time Source: server- IP address: 51.7.0.137
-  Document emailed to Claire Watts (claire.sig.watts@gmail.com) for signature  
2026-02-13 - 9:46:02 AM GMT
-  Email viewed by Claire Watts (claire.sig.watts@gmail.com)  
2026-02-13 - 10:20:22 AM GMT- IP address: 66.249.93.100
-  Document e-signed by Claire Watts (claire.sig.watts@gmail.com)  
Signature Date: 2026-02-13 - 1:15:16 PM GMT - Time Source: server- IP address: 109.234.178.228
-  Agreement completed.  
2026-02-13 - 1:15:16 PM GMT

**hhcr, basingstoke community radio**

England & Wales - Charity number 1153159

---

# Accounts

---

**hhcr, basingstoke community radio**

**REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 JULY 2024**

Charity Registration Number 1153159

**REGISTERED AND PRINCIPAL OFFICE**

The Clock Tower  
Suite 4  
Chineham Shopping Centre  
Basingstoke  
Hampshire  
RG24 8BQ

**hhcr, basingstoke community radio**  
**INDEX TO THE ACCOUNTS**

Page	
3	Reference and Administrative Information
4 - 8	Trustees' Report
9	Independent Examiner's Report
10	Receipts and Payments Accounts
12	Statement of Assets and Liabilities
13 - 15	Notes forming part of the Accounts

**hhcr, basingstoke community radio**  
Charity Registration Number 1153159

The Committee presents its report and financial statements for the year ended 31 July, 2024, which were approved by the Committee on 10<sup>th</sup> August, 2024 in accordance with Section 162 of the Charities Act 2011.

The Charity changed its name from Helping Hands for the Blind to hhcr, basingstoke community radio on 1<sup>st</sup> October, 2022.

**REFERENCE AND ADMINISTRATIVE INFORMATION**

**CHAIR & TRUSTEES**

David Chatten-Smith	Appointed 14 May, 2013
Charlotte Rennie	Appointed 13 August, 2021
Nicholas Scott Burnett	Appointed 25 November, 2019
Jef Powel	Appointed 25 August, 2022
Richard Francis Pearson	Appointed 25 August, 2022
Michael Iles	Appointed 11 <sup>th</sup> July, 2023
Jim McArthur	Appointed 10 <sup>th</sup> April, 2024
Julian Ricketts	Appointed 10 <sup>th</sup> April, 2024

**BANKERS**

Metro Bank  
Chiswick House  
Unit 1 Festival Way  
Basingstoke  
Hampshire  
RG21 7LD

**INDEPENDENT EXAMINER**

Mrs Claire Watts  
87 St. James Street  
Newport  
Isle of Wight  
PO30 1LB

**hhcr, basingstoke community radio**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31<sup>st</sup> JULY 2024**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Our Vision, Mission and Values**

**Vision**

We work to enjoy a world where community radio provides a way to build stronger communities through giving a voice to all sectors of society and through the promotion of the arts.

**Mission**

Basingstoke Community Radio Mission Statement:

Our Mission is to develop Basingstoke Community Radio to its full potential as a vibrant Community Radio station whose management and programming is based on community access and participation, and which reflects the special interests and needs of the listenership of the Basingstoke and the surrounding areas community that the Station is licensed to serve.

Basingstoke Community Radio provide an outlet to:

- promote local community, arts, cultural and sporting groups and events
- support local musicians, writers and poets
- promote the history of the region
- cater for alternative musical tastes
- support the indigenous community
- provide a voice for the disabled
- promote education and learning as a lifetime experience
- enable multicultural access
- highlight local social areas of concern
- promote tourism in the region

**Values**

We value radio because it is easy to produce, free to consume, and accessible to more people than any other mass media. We believe in Basingstoke Community Radio because it is a proven tool for community engagement and cultural expression. We will always be a friendly media organisation – accessible to all, inclusive, honest and fun-loving. We will ensure that we are securely and prudently run, but we will never do anything, purely for the money.

**Our Objectives and Activities**

HHCR, Basingstoke Community Radio is a charitable incorporated organisation (CIO) recognised by the Charity Commission in April 2012.

We use community radio to support communities promote the arts and provide educational opportunities across Basingstoke and Deane. Our principal activity is to manage Basingstoke Community Radio – a volunteer-run, community radio station, broadcasting on the internet and

DAB+ from our base in Basingstoke. Basingstoke Community Radio was launched on 6 June 2019.

Our goals include:

- developing our digital broadcast capacity,
- creating employment courses based on broadcasting and production skills,
- becoming a voice for young and local artists and performers and
- supporting voluntary organisations by promoting their work in the community.

### **a) The Charity – Who We Are and Governing Document**

The Charity was formed in April 2012 by the current Chairperson - David Chatten-Smith. The hhcr, basingstoke community radio, formerly Helping Hands for the Blind, was registered as a charitable incorporated organisation on 31st July, 2013 as amended on 20th January, 2014. It is now governed by its Constitution adopted on 11th August, 2021.

Membership is open to:

- anyone over 16 years of age who lives, works or studies in Basingstoke and surrounding areas;
- anyone who volunteers with HHCR Basingstoke Community Radio;
- and organisations closely associated with the aims of Basingstoke Community Radio.

The CIO is managed by a Board of Trustees elected from the membership or co-opted by the Board.

### **Trustee recruitment and appointment**

HHCR, Basingstoke community radio was founded by four Trustees who then recruited primarily from within the volunteers and membership. The Trustees conduct an annual review of Board skills with a view to informing they skills and experience required to be both an effective charity Trustee and complement the existing Board composition.

### **b) Our People**

As set out in the Charity's governing document, the Committee shall consist of not less than three and up to twelve individuals members. Every trustee, replacement, additional and re-appointed, must be appointed by a resolution passed at a properly convened meeting of the Charity's Trustees.

The Trustees may delegate their powers to or functions to a committee or committees consisting of two or more persons, one of whom must be a Charity Trustee. The terms and conditions are set by the Charity Trustees who can alter those terms and conditions or revoke the delegation.

The current Board of Trustees as at 20th November, 2024:

- David Chatten-Smith, Chairperson (founding Trustee, elected to serve until 2025)
- Jef Powel, Secretary, (co-opted 2022, elected to serve until 2024)
- Richard Francis Pearson, Treasurer, (co-opted 2022 elected to serve until 2024)
- Mr Michael Iles, (elected 11th July 2023, elected to serve until 2025)

Changes to Trustees since the last annual general meeting:

Since the last Annual General Meeting (AGM), the Board of Trustees has undergone some changes:

- Julian Ricketts, Appointed: 10<sup>th</sup> April, 2024, has been appointed to handle social media tasks.
- Jim McArthur, Appointed: 10<sup>th</sup> April, 2024, is now the Volunteer Coordinator and Engagement Volunteer.
- Jeff Powell has taken on the role of Charity Secretary.
- Mr Richard Francis Pearson has taken on the treasurer's position.
- Miss Charlotte Rennie, stood down from her treasure role and her Trustee's role.

## **OBJECTIVES AND ACTIVITIES**

The Charity's objects are the following:

- (a) to relieve the needs of blind and partially sighted people in Basingstoke and the surrounding areas through the provision of support, education and practical advice;
- (b) to advance the education of the general public in all areas relating to blindness and visual impairment;
- (c) the promotion of social inclusion among blind and partially sighted people who are socially excluded from society, or parts of society, as a result of being blind or visually impaired by:
  - a. providing education and information
  - b. raising public awareness of the issues affecting blind and visually impaired people both generally and in relation to their social exclusion.

### **Public Benefit**

The Charity is a public benefit entity.

We review our aims, objectives and activities each year. This review looks at what we have achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help.

This review also helps us ensure our aim, objectives and activities remain focused on our stated purpose. We have referred to the guidance contained in the Charity Commission's general guidance of public benefit when reviewing our aims and objectives and in planning our future activities. In particular the Trustees consider how planned activities will contribute to the aims and objectives they have set.

## ACHIEVEMENTS AND PERFORMANCE

### Growth and Expansion

Since relocating to the Chineham Shopping Centre, Basingstoke Community Radio has experienced significant growth. We now occupy multiple offices and suites, providing ample space for our operations. These include:

- Two professional studios
- A reception area
- A volunteer break-out room
- A station meeting room
- A dedicated studio and classroom for the Basingstoke Beacon Project

### Community Engagement

- Open Days: We continue to host community open days to showcase our work and interact with the public. Our recent open day on Friday, October 11th, included a branded radio car, a PA system, and volunteer-led activities.
- School Visits: We have been welcoming local scout, cub, brownie, and guide groups for studio visits, enhancing our visibility within the community.

### Project Funding

Basingstoke and Deane Borough Council (BDBC) has generously funded the following initiatives:

- Basingstoke Beacon Project: A six-week radio training workshop open to all community members.
- Freelance Marketing/Fundraising Position: This ongoing position is currently held by [Name], who is responsible for social media marketing and website development.

### Listener Growth and Community Engagement

- While listener growth has been steady, we continue to focus on building our audience. Our current listener breakdown is as follows:
- Online (Internet): 29%
- Smart Speakers: 32%
- Smart Phone App: 39%
- DAB+: 0%

We have actively participated in community events, attending 12 events in total, with July being our busiest month.

### Sales and Advertising

Sales and advertising remain a challenge, but we are actively working to improve this situation with the support of BDBC funding.

## Volunteer Management

Currently, we manage a team of 28 dedicated volunteers who play essential roles within our charity.

## Talking News Service

Basingstoke Community Radio continues to provide a vital talking news service for individuals with print disabilities. We have transitioned this service to a fully digital platform, offering online access only. The service currently reaches approximately 172 subscribers per week and is produced by a team of three volunteers.

## Future Plans

The station has ambitious plans for the coming year, including:

- Developing a monthly donation stream.
- Attracting more local advertisers.
- Building and developing a local station news team.
- Continuing to strengthen community connections.
- Relaunching on the DAB+ platform.

## Responsibilities of the Committee

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity to enable them to ensure that the accounts comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This Report was approved on 20th November, 2024 by the Committee and signed on its behalf by:

  
David Chatten-Smith (Dec 26, 2024 12:16 GMT)

David Chatten-Smith (Chairperson)  
20<sup>th</sup> November, 2024

## **Independent Examiner's Report to the Trustees of hhcr, basingstoke community radio**

I report to the Trustees on my examination of the accounts of hhcr, basingstoke community radio (the Charity) for the year ended 31<sup>st</sup> July, 2024, which are set out on pages 10 to 15.

### **Responsibilities and basis of report**

As the Charity's Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent Examiner's Statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1) the accounting records were not kept in accordance with section 130 of the Act; or
- 2) the accounts do not accord with those records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this Report in order to enable a proper understanding of the accounts to be reached.

*Claire Watts*  
Claire Watts (Jan 6, 2025 13:29 GMT)

Mrs Claire Watts

6-Jan-2025

87 St. James Street  
Newport  
Isle of Wight  
PO30 1LB

**hhcr, basingstoke community radio**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31 JULY, 2024**

Last year £		Unrestricted funds £	Restricted funds £	Total funds £
	<b>A1 Receipts</b>			
3,203	Donations Received	3,497	0	3,497
0	Grants - government	4,404	16,565	20,969
12,000	Grants - others	3,000	0	3,000
608	HHCR Lottery income	671	0	671
720	Advertising income	1,363	0	1,363
0	Other income	5,250	0	5,250
16,531	Sub total (Gross income)	18,185	16,565	34,750
	<b>A2 Asset and investment sales</b>			
1,472	Income from sale of assets	0	0	0
1,472	Sub total	0	0	0
<b>18,003</b>	<b>Total receipts</b>	<b>18,185</b>	<b>16,565</b>	<b>34,750</b>
	<b>A3 Payments</b>			
0	Production Costs	60	0	60
8,929	Radio expenditure	7,216	0	7,216
0	Other direct costs	2,500	0	2,500
144	Welfare	169	0	169
422	Travel and subsistence	0	0	0
712	Clothing	0	0	0
2,830	Rent	0	0	0
101	Light and Heat	2,773	0	2,773
228	Telephone and fax	746	0	746
673	Internet	0	0	0
0	Website Costs	200	0	200
447	Stationery and printing	0	0	0
318	Postage and Courier services	156	0	156
92	Information and publications	0	0	0
0	Subscriptions	180	0	180
971	Insurances	745	0	745
2,409	Equipment expenses	4,153	0	4,153
1,678	Storage and removal costs	556	0	556
568	Network and IT Costs	997	0	997
185	Sundry expenses	482	0	482
50	Independent examinations	50	0	50
360	Accountancy fees	480	0	480
99	Consultancy fees	0	0	0

hhcr, basingstoke community radio  
Registered Charity Number 1153159  
Year Ended 31<sup>st</sup> July, 2024

2,200	Advertising and PR	500	0	500
1,000	Owners drawings	5,000	0	5,000
312	Licenses	193	0	193
<u>24,728</u>		<u>27,156</u>	<u>0</u>	<u>27,156</u>
	<b>A4 Asset and Investment purchases</b>			
3,000	Plant purchases	1,000	6,000	7,000
3,000	Furniture purchases	0	0	0
<u>6,000</u>		<u>1,000</u>	<u>6,000</u>	<u>7,000</u>
<b><u>30,728</u></b>	<b>Total payments</b>	<b><u>28,156</u></b>	<b><u>6,000</u></b>	<b><u>34,156</u></b>
<b><u>(12,725)</u></b>	<b>Net receipts / (payments)</b>	<b><u>(9,971)</u></b>	<b><u>10,565</u></b>	<b><u>594</u></b>
	<b>A5 Transfer between funds</b>	0	0	0
26,791	<b>A6 Cash funds last year end</b>	14,066	0	14,066
<b><u>14,066</u></b>	<b>Cash funds this year end</b>	<b><u>4,095</u></b>	<b><u>10,565</u></b>	<b><u>14,660</u></b>

The notes on pages 13 to 15 form part of these accounts

**hhcr, basingstoke community radio**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AS AT 31<sup>st</sup> JULY, 2024**

Last year £		Unrestricted funds £	Restricted funds £	Total funds £
	<b>B1 Cash funds</b>			
14,066	Bank Current Account	4,095	10,565	14,660
14,066	Sub total	4,095	10,565	14,660
	<b>B2 Other monetary assets</b>			
1,000	Other debtors	750	0	750
1,000	Sub total	750	0	750
	<b>B4 Assets retained for own use</b>			
3,000	Plant (Cost)	10,000	0	10,000
3,000	Furniture (Cost)	3,000	0	3,000
6,000	Sub total	13,000	0	13,000
	<b>B5 Liabilities</b>			
530	Other Creditors	530	0	530
530	Sub total	530	0	530

The Charity's governing document does not require the Charity to obtain an audit of its financial statements for the year ended 31<sup>st</sup> July, 2024 and in accordance with Section 145 of the Charities Act 2011 the Charity Trustees have elected to have the accounts independently examined.

The Trustees confirm they have provided all information and explanations to the Independent Examiner in accordance with Section 33 of The Charities (Accounts and Reports) Regulations 2008.

These financial statements were approved by the Trustees on 20<sup>th</sup> November, 2024 and have authorised the Chair to sign them on their behalf.

**David Chatten-Smith (Trustee)**

**hhcr, basingstoke community radio**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>st</sup> JULY, 2024**

**1. Accounting Policies**

**a) Basis of Accounting**

The Charity's gross income in the financial year does not exceed £250,000 and the Charity Trustees have therefore elected to prepare –

- a) a receipts and payments account, and
- b) a statement of assets and liabilities

in accordance with Section 133 of The Charities Act 2011.

The principal policies of the Charity are set out as follows.

**b) Financial Statements**

The content and format of these financial statements are compliant with recommendations provided by the Charity Commission.

**c) Reserves Policy**

The Trustees have reviewed the Charity's need for reserves in line with the guidance issued by the Charity Commission and has agreed that the cash reserve should ideally not fall below a level consistent with enabling the Charity to fund approximately twelve months core operational costs and provide sufficient financial flexibility. The Trustees report that after making full provisions for designated expenditure the current free reserves of £14,660 (2023: £14,066) represent an approximate six and a half months (2023: 7) of the estimated twelve months' running costs.

**d) Funds Structure Policy**

Restricted funds are subject to restrictions on their expenditure by the donor. Unrestricted funds are available for use at the discretion of the Committee in furtherance of the general objectives of the Charity. Designated funds are general funds that have been earmarked for a particular purpose. At the year end the Charity had only unrestricted reserves.

**2. Staff costs and trustee remuneration**

During the year loan repayments were made by Graham Hardy. The circumstances of the loan is explained in the Trustees' Report from the prior year. No members of the Committee received any remuneration during the year and no employees had emoluments in excess of £60,000. No expenses were claimed.

### 3. Value Added Tax

The Charity is not registered for VAT and thus any VAT incurred is wholly irrecoverable and is charged to the specified activity for which it was incurred.

### 4. Taxation

The Charity is a registered charity and as such is exempt from tax on its income under Section 505 of the Income and Corporation Taxes Act 1988, as long as its income is applicable and applied for charitable purposes only. During the year all of the income was applicable and applied towards charitable purposes.

### 5. Assets retained for Charity's own use

At the year end the Charity had the following assets:

	2023		2024	
	Cost £	Book Value £	Cost £	Book Value £
Plant	3,000	3,000	10,000	10,000
Furniture	3,000	3,000	3,000	3,000
<b>Totals</b>	<u>6,000</u>	<u>6,000</u>	<u>13,000</u>	<u>13,000</u>

### 6. Other monetary assets

	2023 £	2024 £
Loan advance made	<u>1,000</u>	<u>750</u>

### 7. Liabilities

	2023 £	2024 £
Independent examiner's fee	50	50
Bookkeeping services	480	480
	<u>530</u>	<u>530</u>

## 8. Analysis of movement in Charity Funds

Restricted funds arise when the donor gives funds for a specific purpose. The Charity monitors the income and expenditure ensuring that sufficient cash reserves are maintained. On completion of the project any surplus funds are transferred to unrestricted reserves where allowed under the terms of the donation. With the change in the Charity's objectives the brought forward restricted reserves are now no longer designated as such. The following table shows the analysis and movement in funds during the year:

	B / fwd 01-Aug-23 £	Receipts £	Payments £	Transfers £	C / fwd 31-Jul-24 £
<b>Restricted funds</b>					
Beacon	0	9,815	6,000	0	3,815
Self sustainable project	0	6,750	0	0	6,750
<b>Total restricted funds</b>	<u>0</u>	<u>16,565</u>	<u>6,000</u>	<u>0</u>	<u>10,565</u>
<b>Unrestricted funds</b>					
General	14,066	18,185	28,156	0	4,095
<b>Total unrestricted funds</b>	<u>14,066</u>	<u>18,185</u>	<u>28,156</u>	<u>0</u>	<u>4,095</u>
<b>Total funds</b>	<u>14,066</u>	<u>34,750</u>	<u>34,156</u>	<u>0</u>	<u>14,660</u>

### Restricted funds purpose

Basingstoke and Dean Borough Council have provided funds for the following two projects:

#### Beacon

This is a radio training workshop project that will run every 6 weeks and will give students the skills to present a radio program/ podcast.

#### Self Sustainable Project

Funding to help the station become self sustainable by allowing us to gain the skills of a freelance fundraiser / marker.










# HHCR Basingstoke Community Radio Accounts 2024 (Final)

Final Audit Report

2025-01-06

Created:	2024-12-24
By:	David Fields (dave@daybooks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAoXXL6JKedXw5jOYYHjFRJlJ7bfr0f0Y

## "HHCR Basingstoke Community Radio Accounts 2024 (Final)" History

-  Document created by David Fields (dave@daybooks.com)  
2024-12-24 - 10:39:30 AM GMT- IP address: 109.152.146.16
-  Document emailed to David Chatten-Smith (davechsmith@hotmail.com) for signature  
2024-12-24 - 10:39:35 AM GMT
-  Email viewed by David Chatten-Smith (davechsmith@hotmail.com)  
2024-12-24 - 9:27:30 PM GMT- IP address: 104.28.86.105
-  Document e-signed by David Chatten-Smith (davechsmith@hotmail.com)  
Signature Date: 2024-12-26 - 12:16:58 PM GMT - Time Source: server- IP address: 91.125.219.248
-  Document emailed to Claire Watts (claire.sig.watts@gmail.com) for signature  
2024-12-26 - 12:17:00 PM GMT
-  Email viewed by Claire Watts (claire.sig.watts@gmail.com)  
2024-12-26 - 12:17:28 PM GMT- IP address: 66.249.93.162
-  Email viewed by Claire Watts (claire.sig.watts@gmail.com)  
2025-01-06 - 1:24:27 PM GMT- IP address: 66.249.93.224
-  Document e-signed by Claire Watts (claire.sig.watts@gmail.com)  
Signature Date: 2025-01-06 - 1:29:07 PM GMT - Time Source: server- IP address: 185.17.166.88
-  Agreement completed.  
2025-01-06 - 1:29:07 PM GMT

**hhcr, basingstoke community radio**

England & Wales - Charity number 1153159

---

# Accounts

---

**hhcr, basingstoke community radio**

**REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 JULY 2023**

Charity Registration Number 1153159

**REGISTERED OFFICE**

The Orchard  
White Hart Lane  
Basingstoke  
Hampshire  
RG21 4AF

**PRINCIPAL OFFICE**

The Roger Morris Centre  
Eastrop Way  
Basingstoke  
Hampshire  
RG21 4QE

**hhcr, basingstoke community radio  
INDEX TO THE ACCOUNTS**

Page	
3	Reference and Administrative Information
4 - 8	Trustees' Report
9	Independent Examiner's Report
10	Receipts and Payments Accounts
12	Statement of Assets and Liabilities
13 - 15	Notes forming part of the Accounts

**hhcr, basingstoke community radio**  
Charity Registration Number 1153159

The Committee presents its report and financial statements for the year ended 31 July, 2023, which were approved by the Committee on 10<sup>th</sup> August, 2023 in accordance with Section 162 of the Charities Act 2011.

The Charity changed its name from Helping Hands for the Blind to hhcr, basingstoke community radio on 1<sup>st</sup> October, 2022.

**REFERENCE AND ADMINISTRATIVE INFORMATION**

**CHAIR & TRUSTEES**

David Chatten-Smith	Appointed 14 May, 2013
Daren Bavister	Appointed 13 August, 2021 Resigned 1 <sup>st</sup> January, 2023
Charlotte Rennie	Appointed 13 August, 2021
Graham Hardy	Appointed 13 August, 2021 Resigned 7 July, 2023
Nicholas Scott Burnett	Appointed 25 November, 2019
Jef Powel	Appointed 25 August, 2022
Richard Francis Pearson	Appointed 25 August, 2022s
James Friis	Appointed 25 August, 2022 Resigned 1 <sup>st</sup> January, 2023
Michael Iles	Appointed 11 <sup>th</sup> July, 2023

**BANKERS**

Metro Bank  
Chiswick House  
Unit 1 Festival Way  
Basingstoke  
Hampshire  
RG21 7LD

**INDEPENDENT EXAMINER**

Mrs Claire Watts  
87 St. James Street  
Newport  
Isle of Wight  
PO30 1LB

**hhcr, basingstoke community radio**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31<sup>st</sup> JULY 2023**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Our Vision, Mission and Values**

**Vision**

We work to enjoy a world where community radio provides a way to build stronger communities through giving a voice to all sectors of society and through the promotion of the arts.

**Mission**

Basingstoke Community Radio Mission Statement

Our Mission is to develop Basingstoke Community Radio to its full potential as a vibrant Community Radio station whose management and programming is based on community access and participation, and which reflects the special interests and needs of the listenership of the Basingstoke and the surrounding areas community that the Station is licensed to serve.

Basingstoke Community Radio provide an outlet to:

- promote local community, arts, cultural and sporting groups and events
- support local musicians, writers and poets
- promote the history of the region
- cater for alternative musical tastes
- support the indigenous community
- provide a voice for the disabled
- promote education and learning as a lifetime experience
- enable multicultural access
- highlight local social areas of concern
- promote tourism in the region

**Values**

We value radio because it is easy to produce, free to consume, and accessible to more people than any other mass media. We believe in Basingstoke Community Radio because it is a proven tool for community engagement and cultural expression. We will always be a friendly media organisation – accessible to all, inclusive, honest and fun-loving. We will ensure that we are securely and prudently run, but we will never do anything, purely for the money.

Our Objectives and Activities

HHCR, Basingstoke Community Radio is a charitable incorporated organisation (SCIO) recognised by the Charity Commission in April 2012.

We use community radio to support communities promote the arts and provide educational opportunities across Basingstoke and Deane. Our principal activity is to manage Basingstoke Community Radio – a volunteer-run, community radio station, broadcasting on the internet and DAB+ from our base in Basingstoke. Basingstoke Community Radio was launched on 6 June 2019. Our goals include:

- developing our digital broadcast capacity,
- creating employment courses based on broadcasting and production skills,
- becoming a voice for young and local artists and performers and
- supporting voluntary organisations by promoting their work in the community.

### **a) The Charity – Who We Are and Governing Document**

The charity was formed in April 2012 by the current Chairperson - David Chatten-Smith. The hhcr, basingstoke community radio, formerly Helping Hands for the Blind, was registered as a charitable incorporated organisation on 31st July, 2013 as amended on 20th January, 2014. It is now governed by its Constitution adopted on 11th August, 2021.

Membership is open to:

- anyone over 16 years of age who lives, works or studies in Basingstoke and surrounding areas;
- anyone who volunteers with HHCR Basingstoke Community Radio;
- and organisations closely associated with the aims of Basingstoke Community Radio.

The CIO is managed by a Board of Trustees elected from the membership or co-opted by the Board.

### **Trustee recruitment and appointment**

HHCR, Basingstoke community radio was founded by four Trustees who then recruited primarily from within the volunteers and membership. The Trustees conduct an annual review of Board skills with a view to informing they skills and experience required to be both an effective charity Trustee and complement the existing Board composition.

### **b) Our People**

As set out in the Charity’s governing document, the Committee shall consist of not less than three and up to twelve individuals members. Every trustee, replacement, additional and re-appointed, must be appointed by a resolution passed at a properly convened meeting of the Charity’s Trustees.

The Trustees may delegate their powers to or functions to a committee or committees consisting of two or more persons, one of whom must be a Charity Trustee. The terms and conditions are set by the Charity Trustees who can alter those terms and conditions or revoke the delegation.

The current Board of Trustees as at 10 August 2023:

- David Chatten-Smith, Chairperson (founding Trustee, elected to serve until 2025)

hhcr, basingstoke community radio  
Registered Charity Number 1153159  
Year Ended 31<sup>st</sup> July, 2023

- Charlotte Rennie, Secretary, Acting Treasurer, (founding Trustee, elected to serve until 2024)
- Richard Francis Pearson, (co-opted 2022 elected to serve until 2024)
- Nick Burnett, (co-opted 2022 elected to serve until 2024)
- Jef Powel (co-opted 2022, elected to serve until 2024)

Changes to Trustees since the last annual general meeting:

- Daren Barvister (resigned January 2023)
- James Friis (resigned January, 2023)
- Mr Michael Iles, (elected 11th July 2023, elected to serve until 2025)
- Graham Hardy (resigned 7<sup>th</sup> July, 2023)

## **OBJECTIVES AND ACTIVITIES**

The Charity's objects are the following:

- (a) to relieve the needs of blind and partially sighted people in Basingstoke and the surrounding areas through the provision of support, education and practical advice;
- (b) to advance the education of the general public in all areas relating to blindness and visual impairment;
- (c) the promotion of social inclusion among blind and partially sighted people who are socially excluded from society, or parts of society, as a result of being blind or visually impaired by:
  - a. providing education and information
  - b. raising public awareness of the issues affecting blind and visually impaired people both generally and in relation to their social exclusion.

### **Public Benefit**

The Charity is a public benefit entity.

We review our aims, objectives and activities each year. This review looks at what we have achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help.

This review also helps us ensure our aim, objectives and activities remain focused on our stated purpose. We have referred to the guidance contained in the Charity Commission's general guidance of public benefit when reviewing our aims and objectives and in planning our future activities. In particular the Trustees consider how planned activities will contribute to the aims and objectives they have set.

## **ACHIEVEMENTS AND PERFORMANCE**

Our third year of operation was full of challenges which the Trustees and volunteers met head on. The period of recovery from COVID impact is enduring and remains with us to this day. However, a boost came from an offer of some free office space for the station was welcomed for the Charity.

Supermarket investments [ Chineham Shopping Centre ] offered the Charity the free use of a large office suite located directly in the heart of a local shopping centre, giving the station a nice looking and expandable home for the interim period of 3 years.

The station moved in to the new space in April 2023, and with the help of the Trustees and volunteers managed to build a very professional looking and operating radio station that includes a Meeting room, 2 Studios, Racks / comms room and office.

The station held a public open day on Saturday 21st July with a precedence within the shopping centre and public visits to the new studios. We noticed an increase of listenership from that open day, and lifted our monthly figures to over 5000 per month. We currently have 28 volunteers which include one that is in training.

Basingstoke Community Radio, continues to produce the local talking news service for anyone in the community that has a print disability, this service has seen a digital change over the past year, with all content being amiable online only, and the stopping of a USB stick or cassette option. This service currently services approx. 172 subscribers each week and is produced with only 3 volunteers – a talking news reader, talking news sport reader and a talking news social content reader.

Our Chairperson, David Chatten-Smith was awarded by the 2022 Mayor of Basingstoke an award for his commitment to the community and also picked up an Paul Harris Fellow award from the local rotary group. The station broadcasts 24hrs a day, 7 days a week online, smart devices and across the Basingstoke on the local DAB+ network. The station continues to promote itself with in the community as much as it can, as public awareness is still an on-going matter.

### **Future Plans**

The light of COVID-19 impact on commercial income across the board for all charities. Basingstoke community radio will continue to seek out advertising opportunities for the station and offer affordable advertising to local businesses to help fund the stations yearly running costs, however with the current financial climate, it is proving to be a difficult task. The station is still wanting to set up and run their 3P project. The triple P course is designed for young people aged between 11 and 19, or up to age 25 with additional needs to increase their confidence and build communication skills via the medium of radio. Students learn PRESENTING, PRODUCING and PROMOTING, (hence the 3 Ps).

The course consists of 2 hrs per session, 1 or 2 times per week and runs over a 6 week period.

## **Responsibilities of the Committee**

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity to enable them to ensure that the accounts comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

After careful consideration the Trustees collectively approved an unsecured, dated, interest free loan of £1,000 to a fellow Trustee. The Trustees considered that this was in the interest of the Charity and carried minimal risk but now acknowledge that this is ultra vires and no Charity Commission approval had been obtained. Therefore all serving Trustees, including the beneficiary, at the date of its approval accept joint and several liability for its repayment.

This Report was approved on 10<sup>th</sup> August, 2023 by the Committee and signed on its behalf by:

David Chatten-Smith

David Chatten-Smith (Dec 1, 2023 14:32 GMT)

David Chatten-Smith (Chairperson)  
10<sup>th</sup> August, 2023

## **Independent Examiner's Report to the Trustees of hhcr, basingstoke community radio**

I report to the Trustees on my examination of the accounts of hhcr, basingstoke community radio (the Charity) for the year ended 31<sup>st</sup> July, 2023, which are set out on pages 10 to 15.

### **Responsibilities and basis of report**

As the Charity's Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent Examiner's Statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1) the accounting records were not kept in accordance with section 130 of the Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulation 2008 other than any requirement that the accounts give a "true and fair view" which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this Report in order to enable a proper understanding of the accounts to be reached.

*Claire Watts*  
Claire Watts (Dec 4, 2023 15:04 GMT)

Mrs Claire Watts  
1<sup>st</sup> December, 2023

87 St. James Street  
Newport  
Isle of Wight  
PO30 1LB

**hhcr, basingstoke community radio**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31 JULY, 2023**

Last year £		Unrestricted funds £	Restricted funds £	Total funds £
	<b>A1 Receipts</b>			
11,340	Donations Received	3,203	0	3,203
1,700	Grants - government	0	0	0
2,450	Grants - others	12,000	0	12,000
559	HHCR Lottery income	608	0	608
0	Advertising income	720	0	720
1,027	Other income	0	0	0
17,076	Sub total (Gross income)	16,531	0	16,531
	<b>A2 Asset and investment sales</b>			
650	Income from sale of assets	1,472	0	1,472
650	Sub total	1,472	0	1,472
<b>17,726</b>	<b>Total receipts</b>	<b>18,003</b>	<b>0</b>	<b>18,003</b>
	<b>A3 Payments</b>			
4,840	Radio expenditure	8,929	0	8,929
252	Access Cards	0	0	0
2,381	Other direct costs	0	0	0
0	Welfare	144	0	144
	Travel and subsistence	422	0	422
262	Clothing	712	0	712
731	Motor expenses	0	0	0
2,384	Entertainment	0	0	0
4,095	Rent	2,830	0	2,830
2,232	Service charges	0	0	0
	Light and Heat	101	0	101
77	Household costs	0	0	0
140	Telephone and fax	228	0	228
1,342	Internet	673	0	673
1,141	Stationery and printing	392	0	392
	Postage and Courier services	318	0	318
170	Information and publications	92	0	92
350	Subscriptions	0	0	0
750	Security	0	0	0
	Insurances	971	0	971
720	Equipment expenses	2,409	0	2,409

	Storage and removal costs	1,678	0	1,678
1,914	Repairs and maintenance	0	0	0
	Network and IT Costs	568	0	568
6,150	Donations Made	0	0	0
79	Sundry expenses	185	0	185
60	Independent examinations	50	0	50
	Accountancy fees	360	0	360
5,093	Consultancy fees	154	0	154
0	Advertising and PR	2,200	0	2,200
0	Advances	1,000	0	1,000
288	Licenses	312	0	312
<hr/>		<hr/>	<hr/>	<hr/>
35,451	Sub total	24,728	0	24,728
	<b>A4 Asset and Investment purchases</b>			
3,150	Plant purchases	3,000	0	3,000
0	Furniture purchases	3,000	0	3,000
<hr/>		<hr/>	<hr/>	<hr/>
3,150	Sub total	6,000	0	6,000
<hr/>		<hr/>	<hr/>	<hr/>
<b>38,601</b>	<b>Total payments</b>	<b>30,728</b>	<b>0</b>	<b>30,728</b>
<hr/>		<hr/>	<hr/>	<hr/>
<b>(20,875)</b>	<b>Net receipts / (payments)</b>	<b>(12,725)</b>	<b>0</b>	<b>(12,725)</b>
	<b>A5 Transfer between funds</b>	0	0	0
47,666	<b>A6 Cash funds last year end</b>	26,791	0	26,791
<hr/>		<hr/>	<hr/>	<hr/>
<b>26,791</b>	<b>Cash funds this year end</b>	<b>14,066</b>	<b>0</b>	<b>14,066</b>
<hr/>		<hr/>	<hr/>	<hr/>

The notes on pages 13 to 15 form part of these accounts

**hhcr, basingstoke community radio**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AS AT 31<sup>st</sup> JULY, 2023**

Last year £		Unrestricted funds £	Restricted funds £	Total funds £
	<b>B1 Cash funds</b>			
0	Bank Deposit Account	0	0	0
26,791	Bank Current Account	14,066	0	14,066
<hr/> 26,791	Sub total	<hr/> 14,066	<hr/> 0	<hr/> 14,066
	<b>B2 Other monetary assets</b>			
0	Other debtors	1,000	0	1,000
<hr/> 0	Sub total	<hr/> 1,000	<hr/> 0	<hr/> 1,000
	<b>B4 Assets retained for own use</b>			
2,100	Plant (Cost)	3,000	0	3,000
0	Furniture (Cost)	3,000	0	3,000
<hr/> 2,100	Sub total	<hr/> 6,000	<hr/> 0	<hr/> 6,000
	<b>B5 Liabilities</b>			
410	Other Creditors	530	0	530
<hr/> 410	Sub total	<hr/> 530	<hr/> 0	<hr/> 530

The Charity's governing document does not require the Charity to obtain an audit of its financial statements for the year ended 31<sup>st</sup> July, 2023 and in accordance with Section 145 of the Charities Act 2011 the Charity Trustees have elected to have the accounts independently examined.

The Trustees confirm they have provided all information and explanations to the Independent Examiner in accordance with Section 33 of The Charities (Accounts and Reports) Regulations 2008.

These financial statements were approved by the Trustees on 10<sup>th</sup> August, 2023 and have authorised the Chair to sign them on their behalf.

David Chatten-Smith  
David Chatten-Smith (Dec 1, 2023 14:32 GMT)

**David Chatten-Smith (Trustee)**

hhcr, basingstoke community radio  
Registered Charity Number 1153159  
Year Ended 31<sup>st</sup> July, 2023

**hhcr, basingstoke community radio**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>st</sup> JULY, 2022**

**1. Accounting Policies**

**a) Basis of Accounting**

The Charity's gross income in the financial year does not exceed £250,000 and the Charity Trustees have therefore elected to prepare –

- a) a receipts and payments account, and
- b) a statement of assets and liabilities

in accordance with Section 133 of The Charities Act 2011.

The principal policies of the Charity are set out as follows.

**b) Financial Statements**

The content and format of these financial statements are compliant with recommendations provided by the Charity Commission.

**c) Reserves Policy**

The Trustees have reviewed the Charity's need for reserves in line with the guidance issued by the Charity Commission and has agreed that the cash reserve should ideally not fall below a level consistent with enabling the Charity to fund approximately twelve months core operational costs and provide sufficient financial flexibility. The Trustees report that after making full provisions for designated expenditure the current free reserves of £14,066 (2022: £26,791) represent an approximate seven months (2022: 8) of the estimated twelve months' running costs.

**d) Funds Structure Policy**

Restricted funds are subject to restrictions on their expenditure by the donor. Unrestricted funds are available for use at the discretion of the Committee in furtherance of the general objectives of the Charity. Designated funds are general funds that have been earmarked for a particular purpose. At the year end the Charity had only unrestricted reserves.

**2. Staff costs and trustee remuneration**

Graham Hardy received fees of £nil [2022: £5,092] for services provided during the year. The Trustees have followed the guidance issued by the Charity Commission with regard to the payments. During the year a loan was made to Graham Hardy. The circumstances of the loan is explained in the Trustees' Report.

No other members of the Committee received any remuneration during the year. No employees had emoluments in excess of £60,000. No expenses were claimed.

### 3. Value Added Tax

The Charity is not registered for VAT and thus any VAT incurred is wholly irrecoverable and is charged to the specified activity for which it was incurred.

### 4. Taxation

The Charity is a registered charity and as such is exempt from tax on its income under Section 505 of the Income and Corporation Taxes Act 1988, as long as its income is applicable and applied for charitable purposes only. During the year all of the income was applicable and applied towards charitable purposes.

### 5. Assets retained for Charity's own use

At the year end the Charity had the following assets:

	2023		2022	
	Cost £	Book Value £	Cost £	Book Value £
Mini Bus	0	0	12,000	0
Computer	0	0	300	0
Outside Broadcast Trailer	0	0	3,100	0
Outside Broadcast Trailer - upgrade	0	0	3,150	2,100
Plant	3,000	3,000	0	0
Furniture	3,000	3,000	0	0
<b>Totals</b>	<u>6,000</u>	<u>6,000</u>	<u>18,550</u>	<u>2,100</u>

### 6. Other monetary assets

	2023 £	2022 £
Loan advance made	<u>1,000</u>	<u>0</u>

## 7. Liabilities

	<b>2023</b>	<b>2022</b>
	£	£
Independent examiner's fee	50	50
Bookkeeping services	480	360
	<u>530</u>	<u>410</u>

## 8. Analysis of movement in Charity Funds

Restricted funds arise when the donor gives funds for a specific purpose. The Charity monitors the income and expenditure ensuring that sufficient cash reserves are maintained. On completion of the project any surplus funds are transferred to unrestricted reserves where allowed under the terms of the donation. With the change in the Charity's objectives the brought forward restricted reserves are now no longer designated as such. The following table shows the analysis and movement in funds during the year:

	B / fwd	Receipts	Payments	Transfers	C / fwd
	£	£	£	£	£
<b>Unrestricted funds</b>					
General	26,791	18,003	30,728	0	14,066
<b>Total unrestricted funds</b>	<u>26,791</u>	<u>18,003</u>	<u>30,728</u>	<u>0</u>	<u>14,066</u>
<b>Total funds</b>	<u>26,791</u>	<u>18,003</u>	<u>30,728</u>	<u>0</u>	<u>14,066</u>










# HHCR Basingstoke Community Radio Accounts 2023

Final Audit Report

2023-12-04

Created:	2023-12-01
By:	David Fields (dave@daybooks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAD0G6gEwewrTdBaXHgiXq7Ind4a3lhjXA

## "HHCR Basingstoke Community Radio Accounts 2023" History

-  Document created by David Fields (dave@daybooks.com)  
2023-12-01 - 2:13:59 PM GMT- IP address: 86.160.204.253
-  Document emailed to David Chatten-Smith (info@basingstokecommunityradio.org.uk) for signature  
2023-12-01 - 2:14:04 PM GMT
-  Email viewed by David Chatten-Smith (info@basingstokecommunityradio.org.uk)  
2023-12-01 - 2:26:36 PM GMT- IP address: 51.9.221.181
-  Document e-signed by David Chatten-Smith (info@basingstokecommunityradio.org.uk)  
Signature Date: 2023-12-01 - 2:32:56 PM GMT - Time Source: server- IP address: 51.9.221.181
-  Document emailed to Claire Watts (claire.sig.watts@gmail.com) for signature  
2023-12-01 - 2:32:58 PM GMT
-  Email viewed by Claire Watts (claire.sig.watts@gmail.com)  
2023-12-02 - 7:14:03 AM GMT- IP address: 66.249.93.98
-  Email viewed by Claire Watts (claire.sig.watts@gmail.com)  
2023-12-04 - 3:02:14 PM GMT- IP address: 66.249.93.102
-  Document e-signed by Claire Watts (claire.sig.watts@gmail.com)  
Signature Date: 2023-12-04 - 3:04:33 PM GMT - Time Source: server- IP address: 185.17.167.219
-  Agreement completed.  
2023-12-04 - 3:04:33 PM GMT

**hhcr, basingstoke community radio**

England & Wales - Charity number 1153159

---

# Accounts

---

**hhcr, basingstoke community radio**

**REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 JULY 2022**

Charity Registration Number 1153159

**REGISTERED OFFICE**

The Orchard  
White Hart Lane  
Basingstoke  
Hampshire  
RG21 4AF

**PRINCIPAL OFFICE**

The Roger Morris Centre  
Eastrop Way  
Basingstoke  
Hampshire  
RG21 4QE

**hhcr, basingstoke community radio**  
**INDEX TO THE ACCOUNTS**

Page	
3	Reference and Administrative Information
4 - 8	Trustees' Report
9	Independent Examiner's Report
10	Receipts and Payments Accounts
12	Statement of Assets and Liabilities
13 - 15	Notes forming part of the Accounts

**hhcr, basingstoke community radio**  
Charity Registration Number 1153159

The Committee presents its report and financial statements for the year ended 31 July, 2022, which were approved by the Committee on 6<sup>th</sup> December, 2022 in accordance with Section 162 of the Charities Act 2011.

The Charity changed its name from Helping Hands for the Blind to hhcr, basingstoke community radio on 1<sup>st</sup> October, 2022.

**REFERENCE AND ADMINISTRATIVE INFORMATION**

**CHAIR & TRUSTEES**

David Chatten-Smith	Appointed 14 May, 2013
Daren Bavister	Appointed 13 August, 2021
Charlotte Rennie	Appointed 13 August, 2021
Graham Hardy	Appointed 13 August, 2021
Nicholas Scott Burnett	Appointed 25 November, 2019
Jef Powel	Appointed 25 August, 2022
Richard Francis Pearson	
James Friis	Appointed 25 August, 2022
Christine Rowley	Appointed 28 November, 2018 Resigned 5 January, 2022

**BANKERS**

Metro Bank  
Chiswick House  
Unit 1 Festival Way  
Basingstoke  
Hampshire  
RG21 7LD

**INDEPENDENT EXAMINER**

Mrs Claire Watts  
87 St. James Street  
Newport  
Isle of Wight  
PO30 1LB

**hhcr, basingstoke community radio**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31<sup>st</sup> JULY 2022**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**A message from our Chairperson**

With the external world changing at pace both economically and environmentally and more directly changes occurring within our board, it seemed like the perfect opportunity for the charity to undergo a review of its core ambitions, to ensure our charity remains focused on the needs of our community.

As such the board spent time reflecting and evolving our Vision and Mission, providing clarity and purpose to position ourselves to be the voice of our local community.

Our Mission is to develop HHCR, Basingstoke Community Radio to its full potential as a vibrant Community Radio station whose management and programming is based on community access and participation, and which reflects the special interests and needs of the listenership of the Basingstoke and the surrounding areas community that the Station is licensed to serve.

Basingstoke Community Radio will provide an outlet to:

- promote local community, arts, cultural and sporting groups and events
- support local musicians, writers and poets
- promote the history of the region
- cater for alternative musical tastes
- support the indigenous community
- provide a voice for the disabled
- promote education and learning as a lifetime experience
- enable multicultural access
- highlight local social areas of concern
- promote tourism in the region

We would like to take this opportunity to thank:

- Our volunteers, without your support we would not be able to provide the radio service to the local community.
- Our Trustees past and present for their time, advocacy and experience. All kindly donated.

Thank you.  
David Chatten-Smith  
Chairperson.

**a) The Charity – Who We Are and Governing Document**

The charity was formed in April 2012 by the current Chairperson - David Chatten-Smith.

hhcr, basingstoke community radio  
Registered Charity Number 1153159  
Year Ended 31<sup>st</sup> July, 2022

The hhcr, basingstoke community radio, formerly Helping Hands for the Blind, was registered as a charitable incorporated organisation on 31st July, 2013 as amended on 20th January, 2014. It is now governed by its Constitution adopted on 11th August, 2021.

It provides the town of Basingstoke with their very own radio station, community driven with the community in mind.

Produces a weekly talking news service to the sight loss and the print disabled community with local news, sport and entertainment, and towards the end of 2022 provides a community outside broadcast trailer for other community organisations to help with their events and fundraising.

## **b) Our People**

As set out in the Charity's governing document, the Committee shall consist of not less than three and up to twelve individuals members. Every trustee, replacement, additional and re-appointed, must be appointed by a resolution passed at a properly convened meeting of the Charity's Trustees.

The Trustees may delegate their powers to or functions to a committee or committees consisting of two or more persons, one of whom must be a Charity Trustee. The terms and conditions are set by the Charity Trustees who can alter those terms and conditions or revoke the delegation.

At General Meeting held on 25<sup>th</sup> August, 2022 the members appointed the following as the Charity Team:

- Mr David Chatten-Smith
- Mr Daren Bavister
- Miss Charlotte Rennie
- Graham Hardy
- Nicholas Scott Burnett

Appointed from 25<sup>th</sup> August 2022.

- Jef Powel
- Richard Francis Pearson
- James Friis

Charity Board members stepping down:

Christine Rowley

Appointed 28 November, 2018  
Resigned 5 January, 2022

Thank you all for your hard work and dedication as trustees of Helping hands for the blind. The energy and enthusiasm for those living with disabilities across the Boroughs of Basingstoke has been inspiring and we wish you all the very best.

The Trustees are elected to bring a wide range of skills to the Charity.

The Committee may appoint sub-committees and the chair of the sub-committee has delegated powers to make financial decisions on behalf of the Committee should a decision be required quickly and outside of the timescales of the Committee meetings. The sub-committee meets as and when required.

## **OBJECTIVES AND ACTIVITIES**

The Charity's objects are the following:

- (a) to relieve the needs of blind and partially sighted people in Basingstoke and the surrounding areas through the provision of support, education and practical advice;
- (b) to advance the education of the general public in all areas relating to blindness and visual impairment;
- (c) the promotion of social inclusion among blind and partially sighted people who are socially excluded from society, or parts of society, as a result of being blind or visually impaired by:
  - a. providing education and information
  - b. raising public awareness of the issues affecting blind and visually impaired people both generally and in relation to their social exclusion.

### **Public Benefit**

The Charity is a public benefit entity.

We review our aims, objectives and activities each year. This review looks at what we have achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help.

This review also helps us ensure our aim, objectives and activities remain focused on our stated purpose. We have referred to the guidance contained in the Charity Commission's general guidance of public benefit when reviewing our aims and objectives and in planning our future activities. In particular the Trustees consider how planned activities will contribute to the aims and objectives they have set.

## **ACHIEVEMENTS AND PERFORMANCE**

### **Services & Activities**

#### **Basingstoke Community radio - (4,869 supported)**

- Local community radio station for the community of Basingstoke with music local news and local programmes, online and via a smart phone app and smart speakers.

#### **Talking news service - (2,860 supported)**

hhcr, basingstoke community radio  
Registered Charity Number 1153159  
Year Ended 31<sup>st</sup> July, 2022

A weekly talking news service free to anyone that has a print disability, delivered online and smart speakers.

**Community Events service (5 supported)**

Supporting other community groups with an free events service and outside broadcast.

**Free community group advertising- ( 25 supported)**

Supporting other community groups with free radio advertising.

**Volunteer training- (34 supported)**

Supporting volunteers with training in the radio and media field.

Local community collaboration & Partnerships - Thank you!!

We aim to collaborate with the local community to better support the local community as a whole.

We are proud of our many local partnerships.

We would like to take this opportunity to thank each of the local charities, groups, businesses and individuals who have supported our charity.

- Basingstoke Observer,
- Basingstoke Community Transport,
- Basingstoke Deane Rotary,

**Objectives for the coming year**

As at the end of the financial year (July we are still in the hands of the virus known as Covid-19, although it is not as it used to be, we must still be aware just how difficult things can get with this virus, Lockdown made it very difficult to promote our services, and many small groups didn't come out of that lockdown.

Focusing on what is the Charity's control, with our updated vision and mission and a passionate Trustee board we want to continue to build on the successes seen from the community radio station for the local community.

A key priority will be to secure funding to continue our core work.

The stations launch on to the Digital radio network [ DAB ] in November / December.

We will also be launching our Triple P project. The Triple P Project aims to provide young people aged 11-19 with the opportunity to build their confidence and improve their communication skills using the key ingredients of radio. Our students often come from disadvantaged backgrounds and/or have additional needs. We want to offer the course to as many young people as possible and the age limit extends up to 25 for those with additional needs. Through working with young people in a safe and fun environment, we aim to significantly improve our students life chances by giving them a platform to build from.

Contact us - How to get in touch & Keep up to date

Social Media

Keep up to date by liking our page on Facebook:

<https://m.facebook.com/HHCRBasingstokecommunityradio/>

via our website [www.basingstokecommunityradio.org.uk](http://www.basingstokecommunityradio.org.uk), or tweet us @BStoke\_Radio

## **Financial Review**

Copies of these annual accounts may also be requested by emailing [info@hhcr.org.uk](mailto:info@hhcr.org.uk)

In addition to the notes provided to the accounts the Charity review confirms:

- On-going the main task is to generate more income and self-fund raise.
- There has been no spending outside of England and Wales.
- There were no serious incidents to be reported in the last year.

## **Grants & Fundraising**

- Total Grants income of £4,150
- Income from fundraising activities in the year amounted to £559

## **Responsibilities of the Committee**

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity to enable them to ensure that the accounts comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved on 6<sup>th</sup> December, 2022 by the Committee and signed on its behalf by:

David Chatten-Smith (Trustee)

6<sup>th</sup> December, 2022

## **Independent Examiner's Report to the Trustees of hhcr, basingstoke community radio**

I report to the Trustees on my examination of the accounts of hhcr, basingstoke community radio (the Charity) for the year ended 31<sup>st</sup> July, 2022, which are set out on pages 10 to 15.

### **Responsibilities and basis of report**

As the Charity's Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent Examiner's Statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1) the accounting records were not kept in accordance with section 130 of the Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulation 2008 other than any requirement that the accounts give a "true and fair view" which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this Report in order to enable a proper understanding of the accounts to be reached.

**Signature:** *Claire Watts*  
Claire Watts (Mar 6, 2023 12:59 GMT)

**Email:** [claire.sig.watts@gmail.com](mailto:claire.sig.watts@gmail.com)

Mrs Claire Watts  
87 St. James Street  
Newport  
Isle of Wight  
PO30 1LB

**hhcr, basingstoke community radio**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31 JULY, 2022**

Last year £		Unrestricted funds £	Restricted funds £	Total funds £
	<b>A1 Receipts</b>			
5,877	Donations Received	11,340	0	11,340
18,708	Grants - government	1,700	0	1,700
11,900	Grants - others	2,450	0	2,450
433	HHCR Lottery income	559	0	559
393	Other income	1,027	0	1,027
37,311	Sub total (Gross income)	17,076	0	17,076
	<b>A2 Asset and investment sales</b>			
0	Income from sale of assets	650	0	650
0	Sub total	650	0	650
<b>37,311</b>	<b>Total receipts</b>	<b>17,726</b>	<b>0</b>	<b>17,726</b>
	<b>A3 Payments</b>			
8,264	Radio expenditure	4,840	0	4,840
	Access Cards	252	0	252
250	Other direct costs	2,381	0	2,381
12	AGM Costs	0	0	0
735	Welfare	0	0	0
	Clothing	262	0	262
952	Motor expenses	731	0	731
	Entertainment	2,384	0	2,384
	Rent	4,095	0	4,095
	Service charges	2,232	0	2,232
	Household costs	77	0	77
194	Telephone and fax	140	0	140
1,997	Internet	1,342	0	1,342
250	Stationery and printing	1,141	0	1,141
	Information and publications	170	0	170
	Subscriptions	350	0	350
	Security	750	0	750
177	Equipment expenses	720	0	720
192	Software	0	0	0
1,260	Repairs and maintenance	1,914	0	1,914
	Donations Made	6,150	0	6,150
762	Sundry expenses	79	0	79

	Independent examinations	60	0	60
	Consultancy fees	5,093	0	5,093
19	Advertising and PR	0	0	0
430	Licenses	288	0	288
<u>15,494</u>	Sub total	<u>35,451</u>	<u>0</u>	<u>35,451</u>
	<b>A4 Asset and Investment purchases</b>			
3,100	Plant purchases	3,150	0	3,150
<u>3,100</u>	Sub total	<u>3,150</u>	<u>0</u>	<u>3,150</u>
<u>18,594</u>	<b>Total payments</b>	<u>38,601</u>	<u>0</u>	<u>38,601</u>
<u>18,717</u>	<b>Net receipts / (payments)</b>	<u>(20,875)</u>	<u>0</u>	<u>(20,875)</u>
	<b>A5 Transfer between funds</b>	2,875	(2,875)	0
<u>28,949</u>	<b>A6 Cash funds last year end</b>	<u>44,791</u>	<u>2,875</u>	<u>47,666</u>
<u>47,666</u>	<b>Cash funds this year end</b>	<u>26,791</u>	<u>0</u>	<u>26,791</u>

The notes on pages 13 to 15 form part of these accounts

**hhcr, basingstoke community radio**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AS AT 31<sup>st</sup> JULY, 2022**

Last year £		Unrestricted funds £	Restricted funds £	Total funds £
	<b>B1 Cash funds</b>			
9,457	Bank Deposit Account	0	0	0
38,209	Bank Current Account	26,791	0	26,791
<hr/> 47,666	Sub total	<hr/> 26,791	<hr/> 0	<hr/> 26,791
	<b>B4 Assets retained for the Charity's own use</b>			
3,100	Plant (Cost)	2,100	0	2,100
<hr/> 3,100	Sub total	<hr/> 2,100	<hr/> 0	<hr/> 2,100
	<b>B5 Liabilities</b>			
60	Creditors	410	0	410
<hr/> 60	Sub total	<hr/> 410	<hr/> 0	<hr/> 410

The Charity's governing document does not require the Charity to obtain an audit of its financial statements for the year ended 31<sup>st</sup> July, 2022 and in accordance with Section 145 of the Charities Act 2011 the Charity Trustees have elected to have the accounts independently examined.

The Trustees confirm they have provided all information and explanations to the Independent Examiner in accordance with Section 33 of The Charities (Accounts and Reports) Regulations 2008.

These financial statements were approved by the Trustees on 6<sup>th</sup> December, 2022 and have authorised the Chair to sign them on their behalf.

**Signature:** *David Chatten Smith*  
david.chatten.smith (Mar 4, 2023 18:42 GMT)

**Email:** davechsmith@hotmail.com

**David Chatten-Smith (Trustee)**  
6<sup>th</sup> December, 2022

**hhcr, basingstoke community radio**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>st</sup> JULY, 2022**

**1. Accounting Policies**

**a) Basis of Accounting**

The Charity's gross income in the financial year does not exceed £250,000 and the Charity Trustees have therefore elected to prepare –

- a) a receipts and payments account, and
- b) a statement of assets and liabilities

in accordance with Section 133 of The Charities Act 2011.

The principal policies of the Charity are set out as follows.

**b) Financial Statements**

The content and format of these financial statements are compliant with recommendations provided by the Charity Commission.

**c) Reserves Policy**

The Trustees have reviewed the Charity's need for reserves in line with the guidance issued by the Charity Commission and has agreed that the cash reserve should ideally not fall below a level consistent with enabling the Charity to fund approximately twelve months core operational costs and provide sufficient financial flexibility. The Trustees report that after making full provisions for designated expenditure the current free reserves of £26,791 (2021: £44,791) represent an approximate 8 months (2021: 60) of the estimated twelve months' running costs.

**d) Funds Structure Policy**

Restricted funds are subject to restrictions on their expenditure by the donor. Unrestricted funds are available for use at the discretion of the Committee in furtherance of the general objectives of the Charity. Designated funds are general funds that have been earmarked for a particular purpose.

**2. Staff costs and trustee remuneration**

Graham Hardy received fees of £5,092 for services provided during the year. The Trustees have followed the guidance issued by the Charity Commission with regard to the payments. No other members of the Committee received any remuneration during the year. No employees had emoluments in excess of £60,000. No expenses were claimed.

### 3. Value Added Tax

The Charity is not registered for VAT and thus any VAT incurred is wholly irrecoverable and is charged to the specified activity for which it was incurred.

### 4. Taxation

The Charity is a registered charity and as such is exempt from tax on its income under Section 505 of the Income and Corporation Taxes Act 1988, as long as its income is applicable and applied for charitable purposes only. During the year all of the income was applicable and applied towards charitable purposes.

### 5. Assets retained for Charity's own use

At the year end the Charity had the following assets:

	2022		2021	
	Cost £	Book Value £	Cost £	Book Value £
Mini Bus	12,000	0	12,000	0
Computer	300	0	300	0
Outside Broadcast Trailer	3,100	0	3,100	3,100
Outside Broadcast Trailer - upgrade	3,150	2,100		
<b>Totals</b>	<u>18,550</u>	<u>2,100</u>	<u>15,400</u>	<u>3,100</u>

### 6. Liabilities

	2022 £	2021 £
Independent examiner's fee	50	60
Bookeeping services	360	
	<u>410</u>	<u>60</u>

### 7. Analysis of movement in Charity Funds

Restricted funds arise when the donor gives funds for a specific purpose. The Charity monitors the income and expenditure ensuring that sufficient cash reserves are maintained. On completion of the project any surplus funds are transferred to

unrestricted reserves where allowed under the terms of the donation. With the change in the Charity's objectives the brought forward restricted reserves are now no longer designated as such. The following table shows the analysis and movement in funds during the year:

	B / fwd 01-Aug-21 £	Receipts £	Payments £	Transfers £	C / fwd 31-Jul-22 £
<b>Restricted funds</b>					
Police and Crime Commissioner	2,875	0	0	(2,875)	0
<b>Total restricted funds</b>	<u>2,875</u>	<u>0</u>	<u>0</u>	<u>(2,875)</u>	<u>0</u>
<b>Unrestricted funds</b>					
General	44,791	17,726	38,601	2,875	26,791
<b>Total unrestricted funds</b>	<u>44,791</u>	<u>17,726</u>	<u>38,601</u>	<u>2,875</u>	<u>26,791</u>
<b>Total funds</b>	<u>47,666</u>	<u>17,726</u>	<u>38,601</u>	<u>0</u>	<u>26,791</u>










# HHCR Basingstoke Community Radio Accounts 2022

Final Audit Report

2023-03-06

Created:	2023-03-02
By:	David Fields (dave@daybooks.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAIWhUBheVR5JP2xM48iP9M6XW6_zwu-R

## "HHCR Basingstoke Community Radio Accounts 2022" History

-  Document created by David Fields (dave@daybooks.com)  
2023-03-02 - 2:55:29 PM GMT- IP address: 109.152.146.2
-  Document emailed to davechsmith@hotmail.com for signature  
2023-03-02 - 2:59:11 PM GMT
-  Email viewed by davechsmith@hotmail.com  
2023-03-04 - 6:40:09 PM GMT- IP address: 51.7.113.73
-  Signer davechsmith@hotmail.com entered name at signing as david chatten smith  
2023-03-04 - 6:42:40 PM GMT- IP address: 51.7.113.73
-  Document e-signed by david chatten smith (davechsmith@hotmail.com)  
Signature Date: 2023-03-04 - 6:42:42 PM GMT - Time Source: server- IP address: 51.7.113.73
-  Document emailed to Claire Watts (claire.sig.watts@gmail.com) for signature  
2023-03-04 - 6:42:45 PM GMT
-  Email viewed by Claire Watts (claire.sig.watts@gmail.com)  
2023-03-06 - 12:58:34 PM GMT- IP address: 66.249.93.95
-  Document e-signed by Claire Watts (claire.sig.watts@gmail.com)  
Signature Date: 2023-03-06 - 12:59:20 PM GMT - Time Source: server- IP address: 185.17.165.75
-  Agreement completed.  
2023-03-06 - 12:59:20 PM GMT

**hhcr, basingstoke community radio**

England & Wales - Charity number 1153159

---

# Accounts

---

**hhcr, basingstoke community radio**

**REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 JULY 2021**

Charity Registration Number 1153159

**REGISTERED OFFICE**

The Orchard  
White Hart Lane  
Basingstoke  
Hampshire  
RG21 4AF

**PRINCIPAL OFFICE**

The Roger Morris Centre  
Eastrop Way  
Basingstoke  
Hampshire  
RG21 4QE

**hhcr, basingstoke community radio**  
**INDEX TO THE ACCOUNTS**

Page	
3	Reference and Administrative Information
4 - 8	Trustees' Report
9	Independent Examiner's Report
10	Receipts and Payments Accounts
11	Statement of Assets and Liabilities
12 - 14	Notes forming part of the Accounts

**hhcr, basingstoke community radio**  
Charity Registration Number 1153159

The Committee presents its report and financial statements for the year ended 31 July, 2021, which were approved by the Committee on 5<sup>th</sup> November, 2021 in accordance with Section 162 of the Charities Act 2011.

The Charity changed its name from Helping Hands for the Blind to hhcr, basingstoke community radio on 11<sup>th</sup> August, 2021.

**REFERENCE AND ADMINISTRATIVE INFORMATION**

**CHAIR & TRUSTEES**

Nicholas Scott Burnett	Appointed 25 November, 2019
<i>Alex Soto</i>	<i>Appointed 14 May, 2013</i>
Christine Rowley	Appointed 28 November, 2018
Charlotte Rennie	Appointed 13 August, 2021
Daren Bavister	Appointed 13 August, 2021
Graham Hardy	Appointed 13 August, 2021
David Chatten-Smith	Appointed 14 May, 2013
<i>Debbie Soto</i>	<i>Appointed 23 September, 2014</i>

**BANKERS**

HSBC  
23-24 Paddington House  
Festival Place  
Basingstoke  
Hampshire  
RG21 7LJ

**INDEPENDENT EXAMINER**

David Fields  
Pi Accounting  
44 Pennington Close  
Colden Common  
Winchester  
Hampshire  
SO21 1UR

**hhcr, basingstoke community radio**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31<sup>st</sup> JULY 2021**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**A message from our Chairperson**

With the external world changing at pace both economically and environmentally and more directly changes occurring within our board, it seemed like the perfect opportunity for the charity to undergo a review of its core ambitions, to ensure our charity remains focused on the needs of our community.

As such the board spent time reflecting and evolving our Vision and Mission, providing clarity and purpose to position ourselves to be the voice of our local community.

In 2021, the trustees agreed to hand back the management of The Roger Morris Centre to BDBC and at the same time set the wheels in motion to stop the current sight loss services, and focus on the local community radio project.

The board made the decision to change the charity name to HHCR, Basingstoke Community Radio as 1 October 2021 and incorporate The Basingstoke Talking News service, with a name change came the mission statement change:

Our Mission is to develop HHCR, Basingstoke Community Radio to its full potential as a vibrant Community Radio station whose management and programming is based on community access and participation, and which reflects the special interests and needs of the listenership of the Basingstoke and the surrounding areas community that the Station is licensed to serve.

HHCR, Basingstoke Community Radio will provide an outlet to:

- promote local community, arts, cultural and sporting groups and events
- support local musicians, writers and poets
- promote the history of the region
- cater for alternative musical tastes
- support the indigenous community
- provide a voice for the disabled
- promote education and learning as a lifetime experience
- enable multicultural access
- highlight local social areas of concern
- promote tourism in the region

We would like to take this opportunity to thank:

- Our members for their continued support.
- Our volunteers, without your support we would not be able to reach as many members or raise the vital funds needed to sustain our services.
- Our Trustees past and present for their time, advocacy and experience. All kindly donated.

David Chatten-Smith  
Chairperson.

hhcr, basingstoke community radio  
Registered Charity Number 1153159  
Year Ended 31<sup>st</sup> July, 2021

## **a) The Charity – Who We Are and Governing Document**

The charity was formed in April 2012 by the current Chairperson - David Chatten-Smith. The hhcr, basingstoke community radio, formerly Helping Hands for the Blind, was registered as a charitable incorporated organisation on 31<sup>st</sup> July, 2013 as amended on 20<sup>th</sup> January, 2014. It is now governed by its Constitution adopted on 11<sup>th</sup> August, 2021.

It supports the sight loss community of Basingstoke, with a number of support services, including the talking news service and towards the end of 2019 the local community radio station.

## **b) Our People**

As set out in the Charity's governing document, the Committee shall consist of not less than three and up to twelve individuals members. Every trustee, replacement, additional and re-appointed, must be appointed by a resolution passed at a properly convened meeting of the Charity's Trustees.

The Trustees may delegate their powers to or functions to a committee or committees consisting of two or more persons, one of whom must be a Charity Trustee. The terms and conditions are set by the Charity Trustees who can alter those terms and conditions or revoke the delegation.

At General Meeting held on 29<sup>th</sup> July, 2021 the members appointed the following as the Charity Team:

- Mr David Chatten-Smith
- Mrs Christine Rowley
- Mr Daren Bavister
- Nicholas Scott Burnett

New from September 2021.

- Graham Hardy
- Miss Charlotte Rennie

Charity Board members stepping down:

Thank you all for your hard work and dedication as trustees of Helping hands for the blind. The energy and enthusiasm for those living with disabilities across the Boroughs of Basingstoke has been inspiring and we wish you all the very best.

- Debbie Soto, for her help in running the community centre and as the vice chair of the Charity as a whole.
- Alex Soto, as the Charity secretary, dealing with many of the admin tasks, and the setting up and running of the weekly coffee mornings.

The Trustees are elected to bring a wide range of skills to the Charity.

The Committee may appoint sub-committees and the chair of the sub-committee has delegated powers to make financial decisions on behalf of the Committee should a decision be required quickly and outside of the timescales of the Committee meetings. The sub-committee meets as and when required.

## **OBJECTIVES AND ACTIVITIES**

The Charity's objects are the following:

- (a) to relieve the needs of blind and partially sighted people in Basingstoke and the surrounding areas through the provision of support, education and practical advice;
- (b) to advance the education of the general public in all areas relating to blindness and visual impairment;
- (c) the promotion of social inclusion among blind and partially sighted people who are socially excluded from society, or parts of society, as a result of being blind or visually impaired by:
  - a. providing education and information
  - b. raising public awareness of the issues affecting blind and visually impaired people both generally and in relation to their social exclusion.

### **Public Benefit**

The Charity is a public benefit entity.

We review our aims, objectives and activities each year. This review looks at what we have achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help.

This review also helps us ensure our aim, objectives and activities remain focused on our stated purpose. We have referred to the guidance contained in the Charity Commission's general guidance of public benefit when reviewing our aims and objectives and in planning our future activities. In particular the Trustees consider how planned activities will contribute to the aims and objectives they have set.

## **ACHIEVEMENTS AND PERFORMANCE**

### **Services & Activities**

#### **Weekly social coffee mornings - (1,584 supported)**

A weekly social programme promoting inclusion and alleviating social isolation. Providing an opportunity for local people affected by sight loss to network and feel included and to reduce isolation in the community.

hhcr, basingstoke community radio  
Registered Charity Number 1153159  
Year Ended 31<sup>st</sup> July, 2021

### **Signposting service (136 supported)**

Signposting is an information service available for people with sight loss, their family and friends. Supporting those who do not know which way to turn about a disability query or issue. Providing useful information on subjects such as transport, benefits, education, activities. Requests for help are received in person, via telephone, email and Facebook Messenger.

### **Talking news service - (2,860 supported)**

A weekly talking news service free to anyone that has a print disability, delivered online, local telephone service, smart speakers and on USB stick.

### **Basingstoke Community radio - (3,169 supported) HHCR -**

A small local community radio station for the community of Basingstoke with music local news and local programmes, online and via a smart phone app and smart speakers.

Local community collaboration & Partnerships - Thank you!!

We aim to collaborate with the local community to better support the local community as a whole.

We are proud of our many local partnerships.

We would like to take this opportunity to thank each of the local charities, groups, businesses and individuals who have supported our charity.

- Basingstoke Observer,
- Basingstoke Community Transport,
- Basingstoke Deane Rotary,

### **Objectives for the coming year**

As at the end of the financial year (July we are still in the hands of the virus known as Covid-19 it has the potential to change the world and the way we live.

Focusing on what is the Charity's control, with our updated vision and mission and a passionate Trustee board we want to continue to build on the successes seen from the community radio station for the local community.

A key priority will be to secure funding to continue our core work.

We will also be launching in to the community our new Community Events Trailer, to allow small local community organisations the use of the radio as a way of promoting and publicity.

Contact us - How to get in touch & Keep up to date

Social Media

Keep up to date by liking our page on Facebook @

via our website [www.hhcr.org.uk](http://www.hhcr.org.uk), or tweet us @@HHCRBasingstoke

### **Financial Review**

Copies of these annual accounts may also be requested by emailing [info@hhcr.org.uk](mailto:info@hhcr.org.uk)

hhcr, basingstoke community radio  
Registered Charity Number 1153159  
Year Ended 31<sup>st</sup> July, 2021

In addition to the notes provided to the accounts the Charity review confirms:

- On-going the main task is to generate more income and self-fund raise.
- There has been no spending outside of England and Wales.
- There were no serious incidents to be reported in the last year.

#### Grants & Fundraising

- Total Grants income of £30,608
- Income from fundraising activities in the year amounted to £6,310

#### **Responsibilities of the Committee**

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity to enable them to ensure that the accounts comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved on 5<sup>th</sup> November, 2021 by the Committee and signed on its behalf by:

David Chatten-Smith (Trustee)  
5<sup>th</sup> November, 2021

## **Independent Examiner's Report to the Trustees of hhcr, basingstoke community radio**

I report to the Trustees on my examination of the accounts of hhcr, basingstoke community radio (the Charity) for the year ended 31<sup>st</sup> July, 2021, which are set out on pages 10 to 14.

### **Responsibilities and basis of report**

As the Charity's Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent Examiner's Statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1) the accounting records were not kept in accordance with section 130 of the Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulation 2008 other than any requirement that the accounts give a "true and fair view" which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this Report in order to enable a proper understanding of the accounts to be reached.

David Fields ACMA  
Chartered Management Accountant  
5<sup>th</sup> November, 2021

Pi Accounts Limited  
44 Pennington Close  
Colden Common  
Winchester  
Hampshire  
SO21 1UR

**hhcr, basingstoke community radio**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDED 31 JULY, 2021**

Total Funds	Notes	Restricted Funds	Unrestricted Funds	Total Funds
£		£	£	£
	<b>Receipts</b>			
11,973	Donations	4,344	1,966	6,310
	Grants - local government	0	18,708	18,708
	Grants - other	11,900	0	11,900
1,551	Subscriptions	0	129	129
460	Collections	0	0	0
1,149	Transport contributions	0	240	240
356	Fundraising events	0	0	0
179	Sale of merchandise	0	0	0
	Other income	0	24	24
<b>15,668</b>	<b>Total receipts</b>	<b>16,244</b>	<b>21,067</b>	<b>37,311</b>
	<b>Payments</b>			
2,994	Cost of goods	8,242	350	8,592
2,280	Benefits	65	570	635
2,103	Office Costs	110	2,383	2,493
3,806	Minibus and travel costs	0	2,213	2,213
345	Internet and telephone	0	685	685
	Governance costs	0	12	12
108	Accountancy fees	0	0	0
210	Other	60	803	863
<b>11,846</b>	<b>Total Payments</b>	<b>8,477</b>	<b>7,016</b>	<b>15,493</b>
<b>0</b>	Purchase of assets	<b>3,100</b>	<b>0</b>	<b>3,100</b>
<b>3,822</b>	<b>Net receipts / (payments)</b>	<b>4,667</b>	<b>14,051</b>	<b>18,718</b>
	<b>Transfers</b>			
0	Gross transfers between funds	(4,686)	4,686	0
<b>3,822</b>	<b>Net movements in funds</b>	<b>(19)</b>	<b>18,737</b>	<b>18,718</b>
	<b>Reconciliation of funds</b>			
<b>25,126</b>	Total cash funds brought forward	<b>2,894</b>	<b>26,054</b>	<b>28,948</b>
<b>28,948</b>	<b>Total cash funds carried forward</b>	<b>2,875</b>	<b>44,791</b>	<b>47,666</b>

The notes on pages 10 to 12 form part of these accounts

**hhcr, basingstoke community radio**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AS AT 31<sup>st</sup> JULY, 2021**

Notes	2021	2020		
	Restricted Funds	Unrestricted Funds	Total Funds	Total Funds
	£	£	£	£
<b>Bank and cash funds</b>				
Current account	2,875	35,334	38,209	19,526
Reserve account		9,457	9,457	9,422
Petty cash		0	0	0
<b>Total cash funds</b>	<u>2,875</u>	<u>44,791</u>	<u>47,666</u>	<u>28,948</u>
<b>Other assets</b>				
Other monetary assets			0	0
Assets retained for Charity's own use		3,100	3,100	0
<b>Total other assets</b>	<u>0</u>	<u>3,100</u>	<u>3,100</u>	<u>0</u>
<b>Liabilities</b>				
Creditors	0	60	60	0
<b>Total liabilities</b>	<u>0</u>	<u>60</u>	<u>60</u>	<u>0</u>

The Charity's governing document does not require the Charity to obtain an audit of its financial statements for the year ended 31<sup>st</sup> July, 2021 and in accordance with Section 145 of the Charities Act 2011 the Charity Trustees have elected to have the accounts independently examined.

The Trustees confirm they have provided all information and explanations to the Independent Examiner in accordance with Section 33 of The Charities (Accounts and Reports) Regulations 2008.

These financial statements were approved by the Trustees on 5<sup>th</sup> November, 2021 and have authorised the Chair to sign them on their behalf.

**David Chatten-Smith (Trustee)**

5<sup>th</sup> November, 2021

hhcr, basingstoke community radio  
Registered Charity Number 1153159  
Year Ended 31<sup>st</sup> July, 2021

**hhcr, basingstoke community radio**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>st</sup> JULY, 2021**

**1. Accounting Policies**

**a) Basis of Accounting**

The Charity's gross income in the financial year does not exceed £250,000 and the Charity Trustees have therefore elected to prepare –

- a) a receipts and payments account, and
- b) a statement of assets and liabilities

in accordance with Section 133 of The Charities Act 2011.

The principal policies of the Charity are set out as follows.

**b) Financial Statements**

The content and format of these financial statements are compliant with recommendations provided by the Charity Commission. The Trustees acknowledge that in previous years the Receipts and Payment Account incorrectly included the non cash item of depreciation and consequently the Statement of Assets and Liabilities were presented as a Balance Sheet. This has now been corrected and the Trustees are satisfied that the reported cash balances at each statement date was correct.

**c) Reserves Policy**

The Trustees have reviewed the Charity's need for reserves in line with the guidance issued by the Charity Commission and has agreed that the cash reserve should ideally not fall below a level consistent with enabling the Charity to fund approximately twelve months core operational costs and provide sufficient financial flexibility. The Trustees report that after making full provisions for designated expenditure the current free reserves of £44,791 (2020: £26,054) represent an approximate 5 (2020: 3) times cover of the estimated twelve months' running costs.

**d) Funds Structure Policy**

Restricted funds are subject to restrictions on their expenditure by the donor. Unrestricted funds are available for use at the discretion of the Committee in furtherance of the general objectives of the Charity. Designated funds are general funds that have been earmarked for a particular purpose.

**2. Staff costs and trustee remuneration**

None of the members of the Committee received any remuneration during the year. No employees had emoluments in excess of £60,000. No expenses were claimed.

### 3. Value Added Tax

The Charity is not registered for VAT and thus any VAT incurred is wholly irrecoverable and is charged to the specified activity for which it was incurred.

### 4. Taxation

The Charity is a registered charity and as such is exempt from tax on its income under Section 505 of the Income and Corporation Taxes Act 1988, as long as its income is applicable and applied for charitable purposes only. During the year all of the income was applicable and applied towards charitable purposes.

### 5. Assets retained for Charity's own use

At the year end the Charity had the following assets:

	2021		2020	
	Cost	Net Book Value	Cost	Net Book Value
	£	£	£	£
Mini Bus	12,000	0	12,000	0
Computer	300	0	300	0
Outside Broadcast Trailer	3,100	3,100	0	0
<b>Totals</b>	<u>15,400</u>	<u>3,100</u>	<u>12,300</u>	<u>0</u>

### 6. Liabilities

	2021	2020
	£	£
Independent examiner's fee	60	0
	<u>60</u>	<u>0</u>

### 7. Analysis of movement in Charity Funds

Restricted funds arise when the donor gives funds for a specific purpose. The Charity monitors the income and expenditure ensuring that sufficient cash reserves are maintained. On completion of the project any surplus funds are transferred to unrestricted reserves where allowed under the terms of the donation. The following table shows the analysis and movement in funds during the year:

	B / fwd 1-Aug-20 £	Income £	Expended £	Transfers £	C / fwd 31-Jul-21 £
<b>Restricted funds</b>					
Winter wonderland - Tesco	926			926	0
Befriending service - Sun Life	300	3,302		3,602	0
Loft Space - Hampshire CC	158			158	0
<i>Sub total</i>	<u>1,384</u>	<u>3,302</u>	<u>0</u>	<u>4,686</u>	<u>0</u>
<u>Radio Project</u>					
Radio set up - National Lottery, Shanley Fnd & others	1,510		1,510		0
Donations	0	442	442		0
Radio IOW	0	5,000	5,000		0
Round Table	0	500	500		0
Police and Crime Commissioner	0	7,000	4,125		2,875
<i>Sub total Radio project</i>	<u>1,510</u>	<u>12,942</u>	<u>11,577</u>	<u>0</u>	<u>2,875</u>
<b>Total restricted funds</b>	<u><u>2,894</u></u>	<u><u>16,244</u></u>	<u><u>11,577</u></u>	<u><u>4,686</u></u>	<u><u>2,875</u></u>
<b>Unrestricted funds</b>					
Designated					0
General	26,054	21,067	7,016	(4,686)	44,791
<b>Total unrestricted funds</b>	<u><u>26,054</u></u>	<u><u>21,067</u></u>	<u><u>7,016</u></u>	<u><u>(4,686)</u></u>	<u><u>44,791</u></u>
<b>Total funds</b>	<u><u>28,948</u></u>	<u><u>37,311</u></u>	<u><u>18,593</u></u>	<u><u>0</u></u>	<u><u>47,666</u></u>