



# **WINCHESTER RADIO**

**A Charitable Incorporated Organisation  
registered in England and Wales,  
no. 1160752**

## **Trustees' Annual Report and Accounts 2021**

## Trustees' Annual Report

The Trustees present their Report and Accounts for the year ended 31<sup>st</sup> December 2021. The accounts have been prepared in accordance with the accounting policies set out in Note 1 to the accounts, and comply with the charity's Governing Document, the Charities Act 2011, and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) Second Edition (effective 1 January 2019)".

The Trustees have considered their duties in accordance with the Charity Commission's regulations. The review of activities and achievements is contained below, and the Trustees believe that it gives a true record of the work the charity has done in fulfilling its charitable purposes for public benefit.

The Trustees believe they have complied with their duty, contained in Section 4 of the Charities Act 2011, to have due regard to public benefit guidance published by the Charity Commission.

### Organisation

Winchester Radio is a Charitable Incorporated Organisation registered in England and Wales on 4<sup>th</sup> March 2015 and governed by a constitution signed on 26<sup>th</sup> November 2014. It merged with Winchester Hospitals Radio (WHR) in December 2015, and took over the provision of the hospital radio service at the Royal Hampshire County Hospital in Winchester. On 24<sup>th</sup> March 2019, the charity launched its new health and wellbeing community radio service, specifically for older people living in and around the Winchester area, broadcasting on 94.7FM, and online via its website, the UK Radioplayer app, and a "skill" enabling listeners to ask "Alexa" to "play Winchester Radio".

Winchester Radio is managed by the Charity Trustees, the majority of whom are elected by the membership. New Trustees receive a Trustee pack, which includes Charity Commission guidance on their role and responsibilities, and induction training during their first 6 months in office.

Throughout the year, Winchester Radio continued to operate with no paid staff, being run entirely by a membership of volunteers.

### Charitable Objects

Winchester Radio has two objects:

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

These objects are based on the model wording agreed between the Hospital Broadcasting Association (HBA) and the Charity Commission.

Winchester Radio provides a hospital radio service to patients at the Royal Hampshire County Hospital (RHCH) via the bedside entertainment system in furtherance of the first object.

It is in furtherance of the second object that Winchester Radio has launched its community radio service for the local population outside the hospital (primarily those aged over 50), with the intent of helping and encouraging them to live a healthy and active life in the local community, and thus requiring them to make less use of the health services.

***Related Organisations***

Winchester Radio is proud to be a member of a number of support organisations for the voluntary sector, and wish to extend our thanks and appreciation to them for the information and training they offer throughout the year.

Winchester Radio is a member of the Hospital Broadcasting Association (HBA), the national charity that supports and promotes hospital, health and wellbeing broadcasting in the UK; and the Community Media Association (CMA), the organisation which supports and advocates for community broadcasters. Our members regularly participate in the national conferences and training events organised by the HBA and CMA, including the AGM (these events being held virtually in 2021).

Winchester Radio is also a member of a number of other national volunteering support organisations: the National Council for Voluntary Organisations (NCVO), and the Foundation for Social Improvement. Winchester Radio was also proud to be a member of the Small Charities Coalition – an organisation that did much to champion and support small charities and provide high quality training opportunities, and our trustees were saddened by the news in December 2021 that the Small Charities Coalition would close in Spring 2022. We would again like to go on record and thank them for their consistent efforts in highlighting the value of small charities, and supporting the sector.

Locally, Winchester Radio is a member of Action Hampshire and Community First, with our Trustees attending meetings, workshops, forums, and other events organised during the year (again, many of these networking meetings were held online due to the pandemic).

Winchester Radio's Chairman represents Winchester Radio on a number of local community groups, forums and business networks, including the Winchester District Older People's Partnership; and Dementia Friendly Winchester. Winchester Radio's Treasurer continues in his role as one of HBA's Trustees.

Winchester Radio maintains a good working relationship with the nearby University of Winchester, and the team includes volunteers from the University. We also are an official community partner for their annual "Volunteering and Community Champions Awards".

Hampshire Hospitals NHS Foundation Trust (HHFT) manages the RHCH, where Winchester Radio's studio and FM transmitter are based, and where it delivers the hospital radio service. The RHCH is one of three hospitals managed by the Trust. Winchester Radio's Chairman liaises throughout the year with members of HHFT's Senior Management Team, and does broadcast interviews with members of the Board and clinical staff, often to tie in with local events or current health campaigns.

Winchester Radio depends upon the services of Hospedia Ltd, the company that owns and runs the bedside entertainment system through which its programmes are delivered to patients at the RHCH.

**Review of Activities and Achievements*****Programming aims***

Winchester Radio's aim is that our service:

1. helps and encourages listeners to live a healthy, active, independent life, engaged in the social life of the local community; and
2. where this isn't possible (for example due to ill-health), to help reduce boredom and social isolation by playing a great selection of music and keeping listeners in touch with what is happening locally;

with the ultimate aim of improving the quality of people's lives as they get older, and thus reducing the need for support from the local health and care services.

Key commitments written into the Ofcom licence require that Winchester Radio provides a service:

- primarily for people aged 50 and over, living in Winchester and the surrounding area;
- to help improve health and wellbeing; and

- that offers music and speech to entertain and engage the local community;

consisting of:

- music: a wide variety of pop, rock, jazz, easy-listening, and country, all from the 1950s through to the present day, with classical and specialist music also featuring;
- speech: community information, local news, features and interviews, with a focus on content designed to encourage and promote good health and wellbeing;

with a minimum of 70 hours per week of original output (output that is first produced for and transmitted by Winchester Radio).

We aim to provide a mix of music and information tailored to the needs and interests of the older generation in Winchester – who are under-served by other local radio stations. Our music mix is distinctive, and our hyper-local focus on Winchester and the immediately surrounding villages is unique in this area and, we believe, highly attractive. Having attracted our audience, we then use behavioural economics ("nudge theory") to subtly encourage listeners to make the best lifestyle choices for their own health and wellbeing. In pre-pandemic times, we told them about:

- all the enticing events happening on their doorstep;
- the range of local participative sports clubs they can join;
- the great number of other social groups, charities and other organisations they can get involved with;
- the wide range of local support groups for those with long-term health conditions;
- the cultural scene in and around the city; and
- important local government plans, consultations, and decisions that might affect their lives;

and encouraged listeners to get involved.

### ***Programme Activities during another year of COVID-19***

The pandemic continued to curtail a number of actual physical events, with many regular face-to-face community gatherings and festivals still being held online or run in a hybrid way. However, despite this, Winchester Radio broadcast over 192 interviews during the year, and produced on average 79 hours of original programming each week. Our average volunteering hours each week were 222.

During 2021, we remained mindful that, despite the roll-out of a UK COVID-19 vaccination programme, and government social restrictions gradually easing as life moved back to some normality, a number of people in our community were still vulnerable and remained nervous of returning to face-to-face activities, particularly inside. So, whilst we were still living with Coronavirus, Winchester Radio continued to keep the community connected, offer reassurance to our listeners, and provide companionship. We continued to broadcast new Public Service Announcements as soon as government advice changed, and our team of volunteers, ensuring they stayed up-to-date with local changes too, and signpost our listeners to support services as needed. COVID-19 rates within the Winchester area remained relatively low throughout 2021.

Always supporting our hardworking NHS colleagues, we kept restrictions in place on the number of volunteers we had on the hospital site through the pandemic, with many of the broadcasting team continuing to volunteer from home and broadcast remotely, with others working in a hybrid fashion. Sadly, throughout 2021, despite discussions with Hampshire Hospitals and an initial hope that our ward-visiting volunteers would be able to get back out on the wards in the autumn to visit patients again face-to-face, pressures on NHS services and new strains of Coronavirus and rising COVID-19 cases, meant a return for volunteers to ward environments was not forthcoming.

Winchester Radio did continue, however, to support Hampshire Hospitals and other local health organisations through our broadcasts. It was a sad year for many people who lost loved ones, and we again broadcast the annual Winchester Hospice "Light Up A Life"

service held at All Saints Church, so listeners could take part through the radio, and remember loved ones.

We interviewed a wide range of medical staff throughout the year, on areas such as the COVID-19 vaccinations programme, mental health, work-based stress, nursing, blood donations, and hospice and palliative care, highlighting the compassionate work being done to continue to care for patients through challenging times. And we often had features on-air to tie in with different health Awareness Days/Months and campaigns throughout the year.

In 2021 we continued to work with Churches Together in Winchester to broadcast a streamed service from one of our local churches every Sunday evening to support those who were housebound or poorly, and unable to get out, including to church, to help keep them connected and support their wellbeing. After 69 consecutive Sundays since 29 March 2020, we edited and uploaded the last of the "Congregating on Winchester Radio" church services on 18th July 2021 – with restrictions being lifted the day after, and more people able to join in with face-to-face services again.

Our thanks too, to a number of our local church Ministers for working with us throughout the year to bring our listeners Reflections, and special seasonal messages for Easter and Christmas to bring comfort, along with enabling us to broadcast "Bow Down for Winchester" a city-wide religious event, so that those who couldn't attend personally could feel part of it through the radio. We were grateful also to Winchester Cathedral who, along with a number of the churches, allowed us to broadcast special Christmas and Carol services for our audience.

Once again, this year, we were also fortunate in being able to benefit from features and programmes produced by professional independent programme-makers and made available free-of-charge to community radio stations as a result of funding from the Dept of Digital, Culture, Media & Sport via the Audio Content Fund:

- **Still Alive** - a series of documentaries immersing the listener into the worlds of five 'makers', each practising a craft which many would think had long-since disappeared; and
- **Greenborne** - a positive, inclusive and upbeat soap opera, offering listeners intriguing and affecting stories; a beacon of hope in a post COVID-19 return to normality.

In addition, we broadcast **Word on Health**, an editorially independent weekly radio series creating awareness on conditions and diseases that don't get coverage elsewhere on UK radio.

We also linked-up with virtually all other UK radio stations, large and small, to broadcast the **Mental Health Minute** at 10:59am on Friday 13<sup>th</sup> May.

All of these programmes/features helped us to further our underlying aim of promoting health and wellbeing.

We provided a range of cultural experiences for our audience in 2021, including:

- **Full Harvest** – an immersive series of audio poems and stories inspired by the rivers of the South Downs National Park and produced by them in association with Applause;
- **The Royal Opera Chorus: Arias of Hope** – a selection of works curated by the Chorus of the Royal Opera House;
- **Hampshire HistBites** – linking up with the team from the Hampshire History Trust who produce these podcasts, we continued broadcasting these episodes on local heritage and social history; and
- **Music and the Spoken Word** – A series of festive concerts and readings featuring The Tabernacle Choir at Temple Square, with celebrity guests, including Hampshire's Hugh Bonneville.

A highlight of our programmes this year for listeners was special programmes broadcast on "Thank You Day" on 4<sup>th</sup> July, including a special programme called "Music and

Memories" with HRH The Prince of Wales, to say thank you to volunteers at hospital, health and wellbeing radio stations for their efforts through the pandemic.

The previous month, we celebrated "Volunteers Week" with a series of interviews with volunteers from different organisations across the city and local villages.

We covered a huge number of community events in Winchester during the periods when social restrictions were eased, including interviews from the Winchester Fire Station Open Day; Winchester Green Week, and the Winchester Heritage Open Days including the Friends of King Alfred Buses Heritage Day.

### ***Feedback and Recognition of our Entirely Voluntary Efforts***

Everyone at Winchester Radio gives their time and energy for free, so it really means a lot to us when we hear back from our listeners on how much our service has helped them, particularly through a lonely or difficult time; and when other grassroots charities and local organisations we have given publicity to, on-air, value how our service helps them and their staff take the time and trouble to say "thank you". Here are some of the appreciative messages we had through the year:

#### *From listeners and their relatives:*

"Hi Winchester Radio, just want to say a massive thank you for all the dedications you have put on for my Dad. You are keeping him positive which I'm so grateful for – I cannot thank you enough. You all do it out of the kindness of your hearts, and volunteers too. You are ALL AMAZING! Keep up the fantastic hard work you all do. Stay safe."

"I discovered Winchester Radio very recently when I had an enforced stay in the hotel on the hill. I didn't feel like doing anything except lying on my bed listening to you through headphones. I got really into you. I liked your mix of old and new songs and it was just what I needed for the 10 days I was there. Thank you for keeping my spirits up for all that time."

"[My relative] is in Shawford ward and he has been listening to you non-stop [...] so thankful to you guys – I'm so truly grateful. Thank you."

"Just listening to your radio station. Some great music being played."

"Great station!"

#### *Applause Rural Touring:*

"We're thrilled to have 'Full Harvest', a collection of poems and stories inspired by the beautiful rivers of the National Park, serialised on Winchester Radio. In collaboration with the South Downs National Park. Thank you, Winchester Radio."

#### *All Saints Church:*

"Thank you to our friends at Winchester Radio for sharing tributes of Prince Philip today."

#### *Parish of St. Peter and the Winchester Martyrs:*

"A recording of our Pentecost mass will be broadcast this Sunday on Winchester Radio. We know many people really appreciated the chance to hear this on previous occasions. And we are very grateful to our friends at Winchester Radio for organising this."

#### *Volunteer Coordinator at the University of Winchester:*

"We always love to work with you. Your team are all so amazing too."

Winchester Radio's volunteer engineering team also received praise from a fellow volunteer-led radio station – Gosport Hospital Radio – who were struggling with technical difficulties and off-air for a time during 2021. Our Trustee and Chief Engineer, Paul Blitz,

went down to see them to help diagnose and resolve the issue with them. Their Chairman sent us a "thank you" letter:

"Paul was like a breath of fresh air – within 2 hours he had solved the immediate problem, and he didn't know it then but he had a very grateful team from Gosport Hospital Radio, pleased we were actually back on-air."

### **Awards**

It was a real honour in 2021 that our volunteer efforts to support those in need during the pandemic were acknowledged at both a national and a local level, and resulted in the charity winning some awards.

#### **National Hospital Radio Awards**

The charity was over the moon to be informed we were shortlisted for the National Hospital Radio Awards in a number of categories, including Station of the Year, along with George Kousseff and Anna O'Brien being shortlisted in the Best Presenter categories. There are around 170 hospital radio stations across the UK, and when the results were announced we won two awards:

Anna O'Brien won the Gold Award for "Best Female Presenter". The Judges said... "Our winner showed a real diversity of presentational skills and a real awareness of her audience. The judges said she displayed a real passion and energy, was natural and local and showcased a variety of subjects and style."

We were also delighted to have the vision and hard work of our Trustees over many years acknowledged with the "Recognising Innovation across Hospital Radio" Award – the citation read:

In 2013, Winchester Hospital Radio broadcast within the 450-bed Royal Hampshire County Hospital.

However, sadly, patients in only 100 beds could tune-in.

Discussions between the NHS Trust and Hospedia about replacing the system were stalled. The station's studio equipment (almost 25 years old) and computer playout systems (10+ years old) needed replacement – and thus fundraising – and the volunteer team, by now down to around 10 active volunteers, needed revitalising.

Having reviewed the alternatives, including closing the station, a bold plan was devised to remain as a health-related charity, but to relaunch as a community radio station, promoting health & wellbeing and active, positive ageing to the older generation in Winchester.

Positive discussions took place with local NHS organisations and councils. Innovative charitable objects covering health promotion were agreed with the Charity Commission, the charity was reconstituted as a new-style CIO; a successful application made to Ofcom; fundraising successes and home-designed technical innovation, saving thousands of pounds, enabled all-new equipment to be commissioned; and recruitment campaigns grew the volunteer team by a factor of three. The new Winchester Radio launched on 24th March 2019.

Exactly a year later, it had to pivot to support the local community in a time of dire need – something that it has coped with admirably. Remote broadcasting capabilities were rolled-out within days, and volunteers retrained to broadcast from home. Additional news and information bulletins were added to the schedule. The station has played a key part in keeping the local community informed and healthy throughout the pandemic.

Also, throughout the transformation, other hospital radio stations have been kept informed of progress via the HBA, and those who have decided to adopt similar plans helped with advice, guidance, model constitutions and Ofcom applications. 25 other stations have, so far, converted to a CIO with the same charitable objects; two have successfully applied for FM community radio licences.

**Community Radio Awards**

For only the second time Winchester Radio were eligible to enter the Community Radio Awards, and again the work of our volunteers was recognised:

Nigel Dallard won the Gold Award for "Volunteer of the Year". The Judges said... "This person wears many different hats and tackles the jobs every station needs. They deserved recognition and applause for all they do!"

**Acknowledgements**

All Winchester Radio's activities have only been possible through the sterling efforts of a dedicated team of around 25 regular volunteers, supplemented by a number of additional volunteers providing ad-hoc support, putting in literally thousands of hours of effort, and we'd like to take this opportunity to thank them for their continued time, energy and commitment throughout another very challenging year. We particularly appreciate that a number of the team stepped up to take on additional volunteer tasks outside their normal area of volunteering, to assist the charity's smooth running.

Overall, we conservatively estimate that the volunteer team has given over 11,500 hours of their time to the charity during the year. Using the standard Ofcom volunteer rates, this is worth over £126,000.

We are thankful to Hampshire Hospitals NHS Foundation Trust for their ongoing support for what we do, and for continuing to provide us with free accommodation, worth almost £8,500.

Small charities such as Winchester Radio do not have the financial means to spend funds on professional services, cloud-based IT systems and advertising, so we are incredibly grateful that many businesses, large and small, have supported us during 2021.

We'd also like to say a huge thank you to the many individuals who have donated to Winchester Radio during 2021, and the local companies and organisations who have supported us through taking radio-advertising with us. We are very grateful to all those who champion and support charity Winchester Radio.

**Financial Performance**

Overall, Winchester Radio is financially sound and has significant cash reserves, even after the challenging COVID-19 pandemic period.

At the end of 2021, Winchester Radio had total cash reserves, in-hand and at the bank, of just over £59,600 (2020: just over £53,000), of which £8,850 (2020: £7,850) is restricted funds.

The over £1,200 (2020: £900) of prepayments relate to:

- end-of-year adjustments, where the charity has paid in 2021 for a service to be delivered in partly 2021 (for instance, it includes the part of the £850 Ofcom licence fees, paid in March, that relates to the period after 31<sup>st</sup> December 2021);
- purchase of music download credits with a supplier of professional-quality music downloads (we purchase credits in bulk to obtain the best price); and
- a Community Digital Service Provider licence from Ofcom, allowing Winchester Radio to broadcast on the Winchester Small-Scale DAB network once it launches in late 2022 (the first year's licence fee was payable at time of application).

The £116 of debtors consists almost entirely of a VAT repayment due from HMRC, which was received shortly after the year end. The £13 of trade creditors relates to a monthly bill the Direct Debit for which was not taken until January 2022. The £70 of stock is fundraising CDs produced by the predecessor charity, Winchester Hospital Radio, and which are sold on enquiry from members of the public.

Based on the financial performance in this and the two previous years, the Trustees have confirmed their estimate that the base running costs for providing both the community and hospital radio services for a full year is around £7,500. The Trustees have, therefore, formally designated an additional £5,525 (2020: £7,000) of the unrestricted reserves as being for the studio relocation/re-equipping project.

Overall assets totalled just under £84,000 (2020: just over £88,000, the difference being primarily due to depreciation/amortisation of tangible and intangible fixed assets).

**Income**

Total recorded income was £24,752 (2020: £37,686), consisting of £7,551 in grants, donations and other monetary gifts (2020: £18,209), £15,316 worth of donations-in-kind (2020: £17,284), £1,880 income from trading activities (2020: £2,167) and £5 of bank interest (2020: £26).

A number of significant grants were received during the year:

- £3,000 from Winchester City Council, as part of its "Priority Outcomes Framework grant-funding programme (this is the final of a 3-year grant programme, with £3,750 received in 2019 and £3,375 in 2021 – a further three years of funding, at a somewhat lower level, has been agreed covering the years 2022 to 2025);
- £2,000 from the Rotary Clubs of Salisbury, Sarum, and Winchester, from the proceeds of the Clarendon Marathon;
- £850 from the Winchester & District Round Table, to cover our 2022 Ofcom FM broadcasting licence fees; and
- £700 from the Provincial Lodge of Mark Master Masons of Hampshire & Isle of Wight, covering the cost of additional equipment allowing our presenters to broadcast remotely.

Donations-in-kind included:

- free-of-charge accommodation, provided by Hampshire Hospitals NHS Foundation Trust, worth £8,450;
- accountancy services, namely the Independent Examination of this Trustees' Annual Report & Accounts, worth £2,475, from Jonathan Poulter of Rothmans;
- £2,310 worth of free syndicated programming funded by the Audio Content Fund, which of which furthered Winchester Radio's charitable objects of promoting health and wellbeing;
- free access from Google to its Workspace email and collaboration software, worth over £1,300;
- free cloud-hosted Voice-over-IP telephony services, providing the charity with a memorable telephone number and remote access to make and receive calls and messages, courtesy of Nimvelo, worth over £500.

Trading income arose from:

- sales of on-air advertising to local businesses: £1,333; and
- a fundraising car boot sale which raised £547 in sellers' pitch fees.

The production of the commercials cost £290, meaning that advertising sales brought in just over £1,000 net – significantly less than we were hoping for before the pandemic.

The car boot sale cost just £90 for a licence fee from Winchester City Council, meaning that the event raised over £450.

**Expenditure**

There was no capital expenditure on fixed assets this year (2020: just over £4,000). A further £49 (2020: £173) was spent on new music for the library – now purchased in digital form from a professional media download service, rather than in the form of CDs as previously.

By far the most-significant ongoing revenue expense is music copyright licensing fees, totalling over £2,000 again this year. This is followed by the Ofcom licences required to broadcast as a community radio station (£850 per annum, plus an additional £250 application fee this year for a DAB community radio service licence) and insurance (£695 this year). The next two most-significant ongoing costs are the IRN news subscription, which provides us with hourly national/international news bulletins, plus access to news

stories via their "Net Newsroom" facility, and the broadband internet connection (for which we are now paying less, having changed contract).

This year, we have spent £510 on training. The vast majority of this was on training for our volunteers on the Ofcom Broadcasting Code and the law as it affects radio presenters. £70 was an aged invoice from Communities First Wessex, which was promptly paid when it was eventually received. The remainder was on two online training courses for Trustees.

In the two prior years, we paid for software support from Broadcast Radio for our playout system software. Based on our much-reduced recourse to the support service during the prior period, despite the challenges of working from home, we concluded that it was more cost-effective to buy support on a pay-as-you-go basis; this proved a good decision, as we have had required no support during this year.

Banking fees include:

- a £8 per month fee charged by CAF Bank; and
- payment processing fees from PayPal (donations), donr (text donations) and GoCardless (membership fee direct debits).

Wherever possible, use was made of products and services made available free-of-charge or at reduced price to charities. This includes:

- Google Workspace;
- the VoIP telephone system from Nimvelo; and
- the audio stream hosting from streamerr.

## **Financial Management and Reserves Policies**

Winchester Radio has a Financial Management Policy which defines the controls to be implemented to ensure that the charity's assets are secure. This policy meets all the requirements of the Charities Act 2011 and the Charity Commission guidelines "Internal Financial Controls for Charities (CC8)".

The charity and its predecessor have been slowly building up a reserve for an inevitable re-equipping and move of studios. Winchester Radio is currently in a small temporary studio. Ahead of the launch of the community radio service, a complete new set of studio equipment and computers was purchased, and virtually all of this will be able to be relocated to new studios.

At the time of writing, "Heads of Terms" for a lease of 100m<sup>2</sup> of floor space within the Burrell Wing of the RHCH, for new studio and office accommodation, have been agreed with the NHS Trust, and the terms of the formal lease have been agreed, although the lease has yet to be signed.

During the reporting period, the NHS Trust completed building works adjacent to the agreed location of the new studios, fitting out the remainder of the floorspace for use as a pharmacy and for management offices. These works allow for Winchester Radio's planned relocation and included some enabling work to divide our planned accommodation from Pharmacy, and to avoid future disruption to hospital staff when our own building work commences.

Tendering processes for building and fitting-out of the new studio accommodation were undertaken late 2017/early 2018, with the costs significantly exceeding the charity's current reserves. A re-costing exercise has been undertaken immediately prior to the submission of this report; the Trustees have yet to complete their analysis and discuss options with the building contractors, although there is still a significant shortfall between the existing reserves and the full cost of the building works.

It is intended that, once the studio move is complete, unrestricted reserves will return to equivalent to 1 year's cash expenditure.

## **Management of Major Risks**

The launch of our community radio service in 2019, with the attendant significant increase in running costs, was (and remains) a significant risk to Winchester Radio. The project was

approved on the basis of three major income streams, all of which have risks – grant funding, commercial advertising and sponsorship, and personal donations. However, with the financial buffer afforded by the current reserves, the Trustees are confident that the charity has a long-term future. Grant funding-wise, the 3-year agreement with Winchester City Council, recently renewed, albeit at a lower level, and a long-term relationship with Winchester Rotary provides further confidence.

Income from advertising sales remains low, but in early 2022 we were successful in our application to the DCMS-funded Community Radio Fund, for funding to employ a Community & Business Partnership Manager for an initial 12 months, with the intent that they bring-in revenue of 150% of their salary, making both their position sustainable and a significant improvement in earned income – not only from advertising sales, but also primary-purpose funded programming and other initiatives.

The reduced number of in-person community events throughout 2021, due to the pandemic, also significantly reduced the visibility of Winchester Radio, and affected our plans for increased personal donations and memberships.

In the meantime, in the short- to medium-term, the charity has sufficient funds to continue to provide both a hospital and community radio service, despite the disruption to funding streams caused by the COVID-19 pandemic.

Operating as a community radio station, with programming heard across the city brings risks in the form of libel and the requirement to comply with broadcasting legislation, including the Ofcom Broadcasting Code. The transmitter and antenna were installed and commissioned by professionals, and signed-off by Ofcom, ensuring that the transmissions are technically compliant with the engineering codes. All on-air presenters receive training, on joining and then annually, on the requirements of the Broadcasting Code, and on libel. The charity's insurance includes limited libel and slander protection in the unlikely event of a complaint.

The final major risk associated with the community radio service is technical equipment failure, taking the station off-air for a significant period of time. This is compounded by the charity having a core technical team of two volunteers, both of whom, in normal times, regularly work away from home. This risk has been mitigated by installing new equipment, including spares that, as far as possible, are intended to automatically switch over in case of failure, and by the provision of remote access to the computer systems. During the reporting period, our service has remained on-air 24/7, with the rare equipment failure being covered by the automated switch-overs and alerting of our technical team. Insurance cover is in place for extreme cases of equipment failure.

Another major risk facing the charity is its accommodation. The current accommodation is simply not big enough for the charity in the medium term, restricting the types of programming that it is possible to produce. However, as the charity does not hold sufficient reserves to complete studio relocation at present, there is a major risk that, despite best efforts, funds will not be forthcoming, and that this will make the charity unsustainable in the longer term. In mid-2022, Hampshire Hospitals notified us that the 100m<sup>2</sup> of allocated space might be needed by another hospital department, for up to 2 years, whilst construction works take place. The NHS Trust has assured us that they wish Winchester Radio to remain on site at the RHCH, and discussions are on-going at the time of submission as to what the options are – including staying in our current location for this period.

**Charity Trustees**

Anna O'Brien (Chairman)

Paul Blitz

Nigel Dallard

**Charity Number**

1160752 (England and Wales)

**Principal Address**

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ME19 4JQ

**Independent Examiner**

Jonathan Poulter FCA CTA

Rothmans LLP

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6 St. Peter Street,

Winchester.

SO23 8BN

Signed on behalf of the Trustees,



Anna O'Brien  
Chairman  
19<sup>th</sup> October 2022



Nigel Dallard  
Treasurer  
19<sup>th</sup> October 2022

## Independent Examiner's Report to the Trustees

I report to the trustees on my examination of the accounts of Winchester Radio ("the Charity") for the year ended 31 December 2021, which are set out on pages 13 to 24.

### Responsibilities and basis of report

As the charity trustees of the Charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

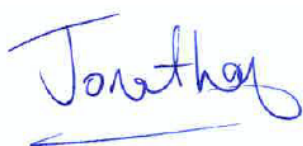
I report in respect of my examination of the Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### 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. accounting records were not kept in respect of the Charity as required by 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.



20 October 2022

Jonathan Poulter FCA CTA  
Rothmans LLP  
Avebury House,  
6 St. Peter Street,  
Winchester.  
SO23 8BN

# Statement of Financial Activities

## (incorporating an Income and Expenditure Account)

### for the Year Ended 31<sup>st</sup> December 2021

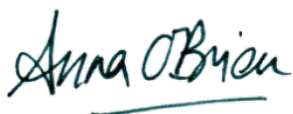
		2021		2020
	Notes	Unrestricted funds	Restricted funds	Total funds
		£	£	£
<b>Income and Endowments from:</b>				
Donations and legacies	2a	21,817	1,050	22,867
Non-charitable trading activities	2b	1,880	-	1,880
Investments	2c	5	-	5
<b>Total Income</b>		<b>23,702</b>	<b>1,050</b>	<b>24,752</b>
<b>Expenditure on:</b>				
Raising funds	3a	380	-	380
Charitable activities	3b	28,648	48	28,696
<b>Total Expenditure</b>		<b>29,028</b>	<b>48</b>	<b>29,076</b>
<b>Net income/(expenditure) before investment gains/(losses):</b>				
		<b>(5,326)</b>	<b>1,002</b>	<b>(4,324)</b>
Net gains/(losses) on investments		-	-	-
<b>Net income/(expenditure)</b>		<b>(5,326)</b>	<b>1,002</b>	<b>(4,324)</b>
<b>Extraordinary items</b>		-	-	-
<b>Transfers between funds</b>	9	-	-	-
<b>Other recognised gains/(losses):</b>				
Gains and losses on revaluation of fixed assets for the charity's own use		-	-	-
Other gains/(losses)		-	-	-
<b>Net movement in funds</b>		<b>(5,326)</b>	<b>1,002</b>	<b>(4,324)</b>
<b>Reconciliation of funds:</b>				
Total funds brought forward				
Cash at bank and in hand		45,229	7,850	53,079
Fixed Assets		30,387	-	30,387
Debtors		4,684	-	4,684
Creditors		(13)	-	(13)
Stock		70	-	70
<b>Total funds carried forward</b>		<b>75,031</b>	<b>8,852</b>	<b>83,883</b>
				<b>88,207</b>

## Balance Sheet

### as at 31<sup>st</sup> December 2021

			2021	2020
	Notes	Unrestricted funds	Restricted funds	Total funds
		£	£	£
<b>Fixed assets:</b>				
Tangible assets	4a	16,945	-	16,945
Intangible assets	4b	5,914	-	5,914
Investments		-	-	-
<b>Total fixed assets</b>		<b>22,859</b>	<b>-</b>	<b>22,859</b>
<b>Current assets:</b>				
Stock	5	70	-	70
Debtors	6	1,328	-	1,328
Investments		-	-	-
Cash at bank and in hand	8	50,787	8,852	59,639
<b>Total current assets</b>		<b>52,185</b>	<b>8,852</b>	<b>61,037</b>
<b>Creditors:</b>				
Amounts falling due within one year	7	13	-	13
<b>Net current assets/(liabilities)</b>		<b>52,172</b>	<b>8,852</b>	<b>61,024</b>
<b>Total assets less current liabilities</b>		<b>75,031</b>	<b>8,852</b>	<b>83,883</b>
<b>Creditors:</b>				
Amounts falling due after one year	7	-	-	-
Provision for liabilities		-	-	-
<b>Total net assets or liabilities</b>		<b>75,031</b>	<b>8,852</b>	<b>83,883</b>

Signed on behalf of the Trustees,



Anna O'Brien  
Chairman  
19<sup>th</sup> October 2022



Nigel Dallard  
Treasurer  
19<sup>th</sup> October 2022

# Notes to the Financial Statements for the Year Ended 31<sup>st</sup> December 2021

## 1. ACCOUNTING POLICIES

### (a) Basis of accounting

These accounts have been prepared under the historical cost convention, with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) Second Edition (effective 1 January 2019);
- the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102); and
- the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

### (b) Income

#### i) Recognition of income

Income is recognised in the Statement of Financial Activities when:

- the charity becomes entitled to the resources;
- it is more likely than not that the Trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

#### ii) Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required by the FRS 102 SORP or FRS 102.

#### iii) Grants and donations

Grants and donations are only included in the Statement of Financial Activities when the general income recognition criteria, specified in the FRS 102 SORP, are met.

In the case of performance-related grants, income is only recognised to the extent that the charity has provided the specified goods or services, as entitlement to the grant only occurs when performance-related conditions are met.

#### iv) Gift Aid

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of the gift, and is treated as an addition to the same fund as the initial donation unless the donor of the terms of the appeal have specified otherwise.

#### v) Contractual income and performance-related grants

This is only included in the Statement of Financial Activities once the charity has provided the related goods or services, or met the performance-related conditions.

#### vi) Donated goods

Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.

The cost of any stock of goods donated for distribution to beneficiaries is recognised on receipt at the fair value of those gifts at the time of their receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.

Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from the sale less any expected costs of sale, and recognised in "income from other trading activities", with the corresponding stock recognised in the balance sheet. On its sale, the value of stock is charged against "Income from other trading activities" and the proceeds from the sale also recognised as "Income from other trading activities".

Goods donated for ongoing use by the charity are recognised as fixed assets and included in the Statement of Financial Activities as incoming resources when receivable.

Gifts-in-kind for use by the charity are included in the Statement of Financial Activities as income from donations when receivable.

#### vii) Donated services and facilities

Donated services and facilities are included in the Statement of Financial Activities when received, at the value of the gift to the charity, provided the value of the gift can be measured reliably.

Donated services and facilities that are consumed immediately are recognised as income, with an equivalent amount recognised as an expense under the appropriate heading in the Statement of Financial Activities.

## Notes to the Financial Statements

### for the Year Ended 31<sup>st</sup> December 2021 (continued)

#### viii) Volunteer help

The value of any voluntary help received is not included in the accounts, but it is described in the Trustees' Annual Report.

#### ix) Income from interest, royalties and dividends

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

#### x) Income from membership subscriptions

Membership subscriptions, which are received in the nature of a gift, are recognised in Donations and Legacies.

### (c) Expenditure and liabilities

#### i) Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources, and the amount of the obligation can be measured with reasonable certainty.

#### ii) Provisions for liabilities

A liability is measured on recognition at its historical cost, and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

#### iii) Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

### (d) Assets

#### i) Tangible fixed assets for use by the charity

These are capitalised if they can be used for more than one year. They are valued at cost or, if gifted, at the value to the charity on receipt.

Depreciation is calculated on a "straight line" basis at a rate to write-off the cost of tangible fixed assets over their expected useful lives. The rates applied per annum are as follows:

• fixtures and fittings	10%
• computers & computer systems	20%
• other electronic equipment	10%
• physical music library	10%

#### ii) Intangible fixed assets

which are identifiable and are controlled by the charity through custody or legal rights. They are valued at cost or, if gifted, as the value to the charity on receipt,

Amortisation is calculated on a "straight line" basis at a rate to write-off the cost of the intangible fixed assets over their expected useful lives. The rates applied per annum are as follows:

• software	20%
• visual branding	10%
• audio branding	20%
• digital music library	10%

#### iii) Stocks

Stocks held for sale as part of non-charitable trade are measured at the lower of cost or net realisable value.

Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.

#### iv) Debtors

Debtors are measured on initial recognition at settlement amount after any trade discounts. Subsequently they are measured at the cash or other consideration expected to be received.

# Notes to the Financial Statements

## for the Year Ended 31<sup>st</sup> December 2021 (continued)

## 2. INCOME

			2021	2020
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
<b>(a) Donations and legacies</b>				
Donations and gifts				
Donations via VirginMoney Giving	100	-	100	-
Donations via "Amazon Smile"	48	-	48	15
Donations via "Give As You Live"	18	-	18	49
Donations via Text Giving	1	-	1	17
Studio relocation Crowdfunder	-	-	-	5,230
Other donations	275	-	275	383
Gift Aid	159	-	159	1,204
Legacies	-	-	-	-
Grants (note 2d)				
Winchester City Council Priority Outcomes Framework	3,000	-	3,000	3,375
Clarendon Marathon	2,000	-	2,000	1,000
Winchester & District Round Table	-	850	850	-
Provincial Grand Lodge of Master Mark Masons	500	200	700	-
Hampshire County Council Councillor Grants	-	-	-	1,400
Winchester City Council Business Discretionary Grant	-	-	-	1,250
Hampshire & Isle of Wight Community Foundation	-	-	-	1,204
Bishopstoke Park Retirement Village	-	-	-	1,000
Winchester Rotary	-	-	-	1,000
Hospital Broadcasting Association	-	-	-	682
Membership subscriptions	400	-	400	400
Donated goods, facilities & services (note 2e)				
Accommodation	8,450	-	8,450	8,450
Independent Examination of accounts	2,475	-	2,475	2,475
Audio Content Fund Syndicated Programming	2,310	-	2,310	2,901
Google Workspace	1,325	-	1,325	1,325
VoIP phone system	576	-	576	576
Stream Hosting	180	-	180	180
Microsoft SQL Server licences	-	-	-	1,097
Newspaper advertising	-	-	-	174
Anti-virus software	-	-	-	106
Other	-	-	-	-
<b>Total</b>	<b>21,817</b>	<b>1,050</b>	<b>22,867</b>	<b>35,493</b>
<b>(b) Non-charitable trading activities</b>				
Advertising Sales	1,333	-	1,333	1,472
Car Boot Sale	547	-	547	-
Coffee Morning	-	-	-	695
<b>Total</b>	<b>1,880</b>	<b>-</b>	<b>1,880</b>	<b>2,167</b>
<b>(c) Income from investments</b>				
Interest	5	-	5	26
<b>Total</b>	<b>5</b>	<b>-</b>	<b>5</b>	<b>26</b>

## Notes to the Financial Statements for the Year Ended 31<sup>st</sup> December 2021 (continued)

### (d) Grants

#### i) **Winchester City Council Priority Outcomes Framework**

This is the final year of a 3-year grant award, based on Winchester Radio's activities furthering the City Council's priorities for community development.

#### ii) **Clarendon Marathon**

This unrestricted grant was made by the organisers of the marathon (the Rotary Clubs of Salisbury, Sarum and Winchester) from funds raised as a result of the 2021 event.

#### iii) **Winchester & District Round Table**

This grant was to cover the cost of the Ofcom licences to broadcast Winchester Radio's service on FM.

#### iv) **Provincial Grand Lodge of Master Mark Masons of Hampshire & Isle of Wight**

This grant was towards the purchase of microphones and headphones to allow Winchester Radio volunteers to broadcast remotely. The lodge kindly retrospectively funded £500 of expenditure incurred in 2020, plus £200 of future expenditure.

#### v) **Hampshire County Council Councillor Grants**

Councillors Dominic Hiscock, Jackie Porter, and Martin Tod provided grants to enable the purchase of equipment to enable Winchester Radio volunteers to broadcast from home during the COVID-19 pandemic.

#### vi) **Winchester City Council Business Discretionary Grant**

This is a business support grant from Winchester City Council to support local businesses and charities during the COVID-19 pandemic

#### vii) **Hampshire & Isle of Wight Community Foundation**

HIWCF provided a grant, using funding from the National Emergencies Trust, to enable the purchase of equipment to enable Winchester Radio volunteers to broadcast from home during the COVID-19 pandemic.

#### viii) **Bishopstoke Park Retirement Village**

This unrestricted grant was made by Anchor Hanover, the owners of the Bishopstoke Park retirement village, recognising the synergy between the organisations.

#### ix) **Winchester Rotary**

This unrestricted grant was made by Winchester Rotary to enable Winchester Radio to continue to provide its service to the community.

#### x) **Hospital Broadcasting Association**

This grant was made by the HBA towards the cost of making Winchester Radio's studio, at the Royal Hampshire County Hospital, COVID-Secure, facilitating the return to the studio of those volunteers who wished to do so.

### (e) Donated goods, facilities & services

#### i) **Accommodation**

Hampshire Hospitals NHS Foundation Trust provides the charity with 26m<sup>2</sup> of accommodation free-of-charge. The Trust calculates that the cost of this accommodation is £325 /m<sup>2</sup>.

#### ii) **Independent Examination of accounts**

Jonathan Poulter, and previously his father John Poulter, both of Rothmans have independently examined the charity's accounts free-of-charge for a number of years.

#### iii) **Audio Content Fund Syndicated Programming**

The Audio Content Fund distributes grants to independent production companies to produce distinctive, public service radio content for broadcast on commercial and community radio. The fund aims to support programming that is traditionally more difficult to support on a commercial basis (such as documentaries, comedy, drama, events). The monetary value represents the sum of the amount awarded to the production company of each series broadcast by Winchester Radio, divided by the number of community radio stations that broadcast that series.

#### iv) **Google Workspace email/collaboration service**

Google makes its Workspace Business Starter email and collaboration service available free-of-charge to UK registered charities. The normal cost is US\$6 (approx £4.60) per user, per month. This represents the cost of Winchester Radio purchasing an appropriate number of accounts at standard prices.

#### v) **VoIP Phone System**

Nimvelo offers its cloud-hosted VoIP phone system free-of-charge to UK registered charities. The value of the donation is calculated based on the usual cost of the service features being used by Winchester Radio.

#### vi) **Stream Hosting**

streamerr offers its internet streaming service free-of-charge to UK registered charities. The value of the donation is calculated based on the usual cost of the service features being used by Winchester Radio.

## Notes to the Financial Statements for the Year Ended 31<sup>st</sup> December 2021 (continued)

**vii) Microsoft SQL Server licences**

Microsoft donates software to UK registered charities through its agent Charity Digital Exchange. This donation represents the cost of the charity purchasing server software at the usual rate available to academic institutions and charities, less the admin fees charged by Charity Digital Exchange.

**viii) Newspaper advertising**

Winchester Today kindly donated quarter-page ads in its January, February, and March 2020 editions, prior to the COVID-19 pandemic causing publication to be paused.

**ix) Anti-virus software**

Winchester Radio took advantage of this offer in 2019 to acquire a year's licence. This donation represents the portion that relates to 2020 of the usual commercial cost of that licence (after promotional discounts), less the admin fees charged by Charity Digital Exchange.

**Other information**

All income in the prior year was unrestricted except for grants from:

- Hampshire County Councillors (£1,400)
- Hampshire & Isle of Wight Community Foundation (£1204)
- Hospital Broadcasting Association (£682)

and the donations towards the studio relocation via the crowdfunder (£6265 inc. Gift Aid).

# Notes to the Financial Statements

## for the Year Ended 31<sup>st</sup> December 2021 (continued)

### 3. EXPENDITURE

			2021	2020
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
<b>(a) Expenditure on raising funds</b>				
Cost of advertising sales	290	-	290	284
Car Boot Sale	90	-	90	-
Crowdfunder fees	-	-	-	238
<b>Total</b>	<b>380</b>	<b>-</b>	<b>380</b>	<b>522</b>
<b>(b) Expenditure on charitable activities</b>				
Station running expenses				
Audio Content Fund Syndicated Programming	2,310	-	2,310	2,901
Music copyright licences				
Community Radio	1,989	-	1,989	1,972
Hospital Radio	47	-	47	46
Google Workspace Email & Collaboration Service	1,325	-	1,325	1,325
Ofcom Broadcasting licences	1,100	-	1,100	851
Insurance	695	-	695	726
Training	510	-	510	-
VoIP telephone system	576	-	576	576
IRN news licence	324	-	324	320
Broadband internet connection	256	-	256	331
Stream hosting	180	-	180	180
TV licence	158	-	158	157
Broadcast playout system remote access licence	150	-	150	50
UK Radioplayer subscription	118	-	118	109
Banking fees	98	-	98	66
CMA membership fee	60	-	60	60
HBA membership fee	50	-	50	62
Remote b'casting mixers, mics, mic stands, headphones	-	48	48	1,179
Ofcom PMSE Radiomic licence	39	-	39	-
Equipment replacements / engineering	26	-	26	77
Community First membership fee	5	-	5	-
COVID-Secure Studio	-	-	-	736
Broadcast playout system software support	-	-	-	709
Anti-virus software	-	-	-	158
Miscellaneous	-	-	-	48
Communications and publicity				
Website/internet domain hosting	100	-	100	106
Newspaper advertising	-	-	-	174
Gazebo Weights	-	-	-	25
Mobile Phone Stand	-	-	-	1
AGM Room Hire	30	-	30	-
Accommodation	8,450	-	8,450	8,450
Independent Examination of accounts	2,475	-	2,475	2,475
Depreciation of tangible fixed assets	5,825	-	5,825	5,824
Amortisation of intangible fixed assets	1,752	-	1,752	1,747
<b>Total</b>	<b>28,648</b>	<b>48</b>	<b>28,696</b>	<b>31,441</b>

# Notes to the Financial Statements

## for the Year Ended 31<sup>st</sup> December 2021 (continued)

### 4. FIXED ASSETS

#### (a) Tangible fixed assets

	Music library	Fixtures & fittings	Computers	Electronic equipment	Total
	£	£	£	£	£
Cost as at 1 January 2021	5,000	4,227	22,381	28,682	60,290
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Cost as at 31 December 2021	<b>5,000</b>	<b>4,227</b>	<b>22,381</b>	<b>28,682</b>	<b>60,290</b>
Depreciation as at 1 January 2021	5,000	3,019	13,193	16,308	37,520
Charge for year	-	172	3,979	1,674	5,825
Elimination on disposal	-	-	-	-	-
Depreciation as at 31 December 2021	<b>5,000</b>	<b>3,191</b>	<b>17,172</b>	<b>17,982</b>	<b>43,345</b>
Net book value as at 1 January 2021	-	1,208	9,188	12,374	22,770
Net book value as at 31 December 2021	-	<b>1,036</b>	<b>5,209</b>	<b>10,700</b>	<b>16,945</b>

All tangible fixed assets relate to unrestricted funds.

There are no contractual commitments for the acquisition of tangible fixed assets.

#### (b) Intangible assets

	Digital Music Library	Audio Branding	Visual branding	Software	Total
	£	£	£	£	£
Cost as at 1 January 2021	242	3,000	6,000	2,985	12,227
Additions	49	-	-	-	49
Disposals	-	-	-	-	-
Cost as at 31 December 2021	<b>291</b>	<b>3,000</b>	<b>6,000</b>	<b>2,985</b>	<b>12,276</b>
Amortisation as at 1 January 2021	31	1,200	1,800	1,579	4,610
Charge for year	29	600	600	523	1,752
Elimination on disposal	-	-	-	-	-
Amortisation as at 31 December 2021	<b>60</b>	<b>1,800</b>	<b>2,400</b>	<b>2,102</b>	<b>6,362</b>
Net book value as at 1 January 2021	211	1,800	4,200	1,406	7,617
Net book value as at 31 December 2021	<b>231</b>	<b>1,200</b>	<b>3,600</b>	<b>883</b>	<b>5,914</b>

All intangible assets relate to unrestricted funds.

# Notes to the Financial Statements

## for the Year Ended 31<sup>st</sup> December 2021 (continued)

## 5. STOCKS

	Stock		Donated goods	
	For distribution £	For resale £	For distribution £	For resale £
<b>Fundraising CDs</b>				
Opening	-	70	-	-
Added in period	-	-	-	-
Expensed in period	-	-	-	-
Impaired	-	-	-	-
Closing	-	70	-	-
<b>Total this year</b>	-	70	-	-

## 6. DEBTORS AND PREPAYMENTS

	2021		2020	
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Trade debtors	116	-	116	3,802
Prepayments and accrued income	1,212	-	1,212	882
Other debtors	-	-	-	-
<b>Total</b>	<b>1,328</b>	<b>-</b>	<b>1,328</b>	<b>4,684</b>

## 7. CREDITORS AND ACCRUALS

	2021		2020	
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>(a) Amounts falling due within one year</b>				
Trade creditors	13	-	13	13
Accruals and deferred income	-	-	-	-
<b>Total</b>	<b>13</b>	<b>-</b>	<b>13</b>	<b>13</b>
<b>(b) Amounts falling due after more than one year</b>				
Trade creditors	-	-	-	-
Accruals and deferred income	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## 8. CASH AT BANK AND IN HAND

	2021		2020	
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
CAFCash current account	9,020	-	9,020	2,514
CAF Gold deposit account	41,382	8,852	50,234	50,229
PayPal account	385	-	385	336
Cash	-	-	-	-
<b>Total</b>	<b>50,787</b>	<b>8,852</b>	<b>59,639</b>	<b>53,079</b>

# Notes to the Financial Statements

## for the Year Ended 31<sup>st</sup> December 2021 (continued)

### 9. MOVEMENT IN FUNDS

#### (a) Current year

	Balance 01/01/2021	Income	Expenditure	Transfers	Balance 31/12/2021
<b>Unrestricted Funds</b>					
General (inc. fixed assets)	42,607	23,702	(29,028)	(5,525)	31,756
Studio relocation/re-equipping	37,750	-	-	5,525	43,275
<b>Total</b>	<b>80,357</b>	<b>23,702</b>	<b>(29,028)</b>	<b>-</b>	<b>75,031</b>
<b>Restricted Funds</b>					
Studio relocation/re-equipping	6,027	-	-	-	6,027
Outside Broadcast equipment	1,560	-	-	-	1,560
Computer systems	263	-	-	-	263
Remote Broadcasting	-	200	(48)	-	152
Ofcom Broadcasting Licence Fees	-	850	-	-	850
<b>Total</b>	<b>7,850</b>	<b>1,050</b>	<b>(48)</b>	<b>-</b>	<b>8,852</b>
<b>Total Funds</b>	<b>88,207</b>	<b>24,752</b>	<b>(29,076)</b>	<b>-</b>	<b>83,883</b>

#### (b) Prior year

	Balance 01/01/2020	Income	Expenditure	Transfers	Balance 31/12/2020
<b>Unrestricted Funds</b>					
General (inc. fixed assets)	49,103	28,135	(30,310)	(4,321)	42,607
Studio relocation/re-equipping	30,750	-	-	7,000	37,750
<b>Total</b>	<b>79,853</b>	<b>28,135</b>	<b>(30,310)</b>	<b>2,679</b>	<b>80,357</b>
<b>Restricted Funds</b>					
Studio relocation/re-equipping	-	6,265	(238)	-	6,027
Outside Broadcast equipment	1,560	-	-	-	1,560
Computer systems	1,071	-	-	(808)	263
Remote Broadcasting	-	2,604	(679)	(1,925)	-
COVID-Secure Studio	-	682	(736)	54	-
<b>Total</b>	<b>2,631</b>	<b>9,551</b>	<b>(1,653)</b>	<b>(2,679)</b>	<b>7,850</b>
<b>Total Funds</b>	<b>82,484</b>	<b>37,686</b>	<b>(31,963)</b>	<b>-</b>	<b>88,207</b>

### Purpose and restrictions of funds

#### (a) General (inc. fixed assets)

This fund represents the general unrestricted assets of the charity, including the current value of fixed assets, stock and debts owed to the charity.

#### (b) Studio relocation/re-equipping

There are both restricted and designated funds to cover the cost of relocating and re-equipping the studios - an ambition that stretches back to 2009, when the forerunner unincorporated charity was given notice of the need to vacate its previous studio accommodation. The current accommodation, which has been the charity's base since 2011 is too small to be sustainable, especially since the launch of the community radio service.

The restricted funds are the result of a successful crowdfunding campaign that completed in 2020.

In addition, since 2019, the Trustees have formally designated reserves in excess of the charity's stated reserves policy (see Note 11) for this purpose.

#### (c) Outside Broadcast equipment

This fund derives from a grant from the IBM UK Trust towards to cost of a branded gazebo and other equipment to facilitate Winchester Radio undertaking outside broadcasts at community events.

#### (d) Computer systems

This fund consists of the residue of grants and donations in prior years towards replacing/upgrading the charity's computer systems, on which it is reliant to provide its 24 hour radio service. On purchase or upgrade of the computer systems, the funds are transferred to unrestricted funds as the purchases are made to generally further the charity's objects.

## Notes to the Financial Statements

### for the Year Ended 31<sup>st</sup> December 2021 (continued)

**(e) Remote broadcasting**

In the current year, this fund derives from a grant from the Grand Provincial Lodge of Master Mark Masons of Hampshire & Isle of Wight to purchase equipment to allow our volunteers to broadcast from home - a necessity caused by the COVID-19 pandemic. In the prior year, this fund derived from grants from the Hampshire County Council and the Hampshire & Isle of Wight Community Foundation for the same purpose. On purchase, the fixed assets that are purchased are transferred to unrestricted funds as they are to be used to generally further the charity's objects.

**(f) Ofcom broadcasting licence fees**

This fund derives from a grant from the Winchester & District Round Table to cover the cost of the Ofcom licences to broadcast Winchester Radio's service on FM. They will fund the licence fees due in 2022.

**(g) COVID-Secure studio**

This fund derived from a grant from the Hospital Broadcasting Association to purchase screens, cleaning materials, etc to make our studio COVID-Secure, and thus available for restricted use by our volunteers who could not, or preferred not to work from home.

#### 10. TRANSACTIONS WITH TRUSTEES AND RELATED PARTIES

**(a) Trustee remuneration and benefits**

None of the Trustees have been paid any remuneration or received any other benefits from an employment with the charity or a related entity.

**(b) Trustees' expenses**

	2021	2020
Number of Trustees who were paid expenses	3	2
Reimbursement for products/services purchased on behalf of the charity	£617	£4,767
Travel and subsistence	-	-
Accommodation	-	-
Other (specify)	-	-
<b>Total</b>	<b>£617</b>	<b>£4,767</b>

**(c) Transactions with related parties**

Other than the reimbursement of Trustees for products/services purchased on behalf of the charity, there were no transactions with related parties in either the current or prior year.

#### 11. RESERVES POLICY

The Trustees have determined that the charity should aim to hold unrestricted reserves at the bank equivalent to approximately 12 months operating costs. Discounting regular donations-in-kind, and based on the expenditure during the current and recent prior years, this equates to approximately £7,500. It has been the charity's long-term ambition to relocate to larger studio premises, and to this end, additional reserves have been built-up over a number of years. To improve the clarity of the charity's financial position, in 2019 the trustees, therefore, created a designated fund into which these additional reserves have been placed.