



# **WINCHESTER RADIO**

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

## **Trustees' Annual Report and Accounts 2023**

**"Local media organisations play a vital role in bridging divides, fostering understanding, and promoting community cohesion. Policymakers, it's time to prioritise investment in civic and community media to strengthen social bonds in our communities." – Dr. Rob Watson**



Winchester Radio volunteers at the Clarendon Marathon.

"So great to have you back! Thank you for your input, year after year - the race wouldn't be the same without you!"  
**Clarendon Marathon organising team**



Alex Whitfield (left), CEO of Hampshire Hospitals, being interviewed by Anna O'Brien.



Mary Blaxland interviews Olympian Adam Peaty.



(left to right) Nigel Dallard, Sarah Cragg and Paul Blitz with their Long Service certificates for 35, 20, and 40 years respectively volunteering with Winchester Radio.



Nigel Dallard (with Bruno) and Tony Knight at the Car Boot Sale.

"Thank you for joining us! A fantastic evening spent with amazing people and charities."  
**Hampshire Chamber of Commerce**



Nigel Dallard, Andrew Gardner, and Anna O'Brien at the "Bto3 Opportunity Expo & Skills Exchange"

## **Trustees' Annual Report**

The Trustees present their Report and Accounts for the year ended 31<sup>st</sup> December 2023. 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 covering a potential audience of around 60,000 people), and online via its website, the UK Radioplayer app, and a "skill" enabling listeners to ask "Alexa" to "play Winchester Radio". From October 2022 until November 2023 (when the network operator was liquidated), the service was also available on DAB Digital Radio via the Winchester Small-Scale DAB network, providing coverage to a somewhat larger area around Winchester, including Alresford, and increasing our total potential broadcast audience to approximately 77, 000 people (the DAB service was restored in February 2024, following the transfer of the licence to operate the network to another operator – see later).

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 almost no paid staff, being run by a membership of volunteers. Winchester Radio has always benefited from having a diverse and intergenerational team of volunteers – during 2023, the service was delivered by a team of around 23 volunteers, ranging in age from 23 to 85.

### **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 news and information 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; the Community Media Association (CMA), the organisation which supports and advocates for community media, and the UK Community Radio Network (UKCRN), which supports and advocates specifically for Ofcom-licensed community radio stations. Our members regularly participate in the national conferences and training events organised by the HBA, CMA, and UKCRN. Winchester Radio is also a member of the National Council for Voluntary Organisations (NCVO).

Locally, Winchester Radio is a member of Community First, one of the local Councils for Voluntary Service, and HIVCA, the Hampshire & Isle of Wight VCSE Health & Care Alliance, an emerging collaboration between VCSE organisations across Hampshire (including Portsmouth and Southampton) and the Isle of Wight, established to facilitate the integration of the VCSE sector with the NHS Hampshire and Isle of Wight Integrated Care System.

Winchester Radio's Chair continued in her role as the Chair of Dementia Friendly Winchester throughout the reporting period. She also represents Winchester Radio on a number of local community and volunteer-sector leaders' groups, health forums and business networks, including the Winchester District Older People's Partnership (WDOPP); the Hampshire & Isle of Wight Social Prescribing Network; the Hampshire & Isle of Wight VCSE Health & Care Alliance; the Hampshire & Isle of Wight ICS's Winchester Health and Wellbeing Community Forum; and attends networking events/meetings organised through the year by Winchester BID and the University of Winchester. Winchester Radio's Treasurer continued in his role as one of HBA's Trustees throughout the reporting year. Being part of such networks helps Winchester Radio keep up-to-date on developments across all the sectors we operate in, encourages collaboration and sharing of best practice, and most importantly of all, it highlights the issues affecting people we support. This in turn means we can ensure our programming includes coverage of these issues and signposting to appropriate support, and that our community outreach work meeting older people helps raise awareness of how our service can help them keep connected, and promote positive ageing.

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 Chair 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.

Winchester Radio also depends on the operator of the Winchester Small-Scale DAB network. That was UK DAB Networks (Operations) Ltd until it went into liquidation in November 2023, with the network being taken off-air, resulting in a loss of DAB coverage from that date. Following these developments, a new company, Winchester DAB Ltd, was created to acquire the licence and re-commence DAB transmissions. This was achieved in

February 2024. Winchester Radio's Treasurer became a non-executive director of Winchester DAB Ltd in December 2023.

## **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 FM community radio 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; and
- speech: community information, local news, features and interviews, with a focus on content designed to encourage and promote good health and wellbeing.

The licence required a minimum of 70 hours per week of original output (output that is first produced for and transmitted by Winchester Radio). In September 2023, the Trustees submitted a request to Ofcom to reduce this commitment to 56 hours/week – aligning with the original hours commitment of many other community radio stations. This request was approved by Ofcom on 30<sup>th</sup> October 2023.

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 appealing. 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. We tell them about:

- all the enticing events happening on their doorstep;
- the range of local participative sports they can play;
- the great number of social groups, charities and other local 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 encourage listeners to get involved.

### ***Programme and Community Engagement***

Winchester Radio delivered an average of 83 hours of "original" hours of programme output per week, using an average of 255 volunteer hours per week, throughout 2023, in furtherance of the charity's aims. Our programme schedule and style of service were in line with our Key Commitments to Ofcom, as outlined above. Whilst Winchester Radio was

still not permitted back on the wards of the RHCH to visit patients in person for much of 2023, due to continuing high numbers of in-patients very poorly with Covid-19 and many isolation bays in operation, we still received music requests through from patients at the hospital via phone-calls and emails. Our befriending volunteers continued to visit community groups and be present at community events in the city and collect music requests for programmes. Thankfully the Covid-19 infection-rate eased towards the end of the year and our volunteers were, once again, allowed back by Hampshire Hospitals onto the wards to visit patients after completing some refresher training and with new agreed protocols in place post-pandemic.

During 2023, we let our listeners know about hundreds of local grassroots charities, sports clubs and support groups, by sharing details of activities people could get involved with, free taster sessions available locally, and opportunities to connect with others. We covered health Awareness Days and campaigns throughout the year, did hundreds of interviews and attended dozens of local events throughout the year. Here is a flavour of just some of what listeners could hear about on Winchester Radio in 2023:

- Local NHS staff marking the NHS 75<sup>th</sup> birthday, and how patients were getting involved.
- Self-care – a range of interviews with medical professionals providing information on best things for both good physical and mental health.
- Winchester Talking Newspaper having a new home in the city, and how it supports local people who are blind or partially-sighted stay connected with the news.
- The Big Butterfly Count, supporting nature and how to get involved.
- Meon Valley Heart Start on their free classes training people on how to save a life.
- Winchester Boxing Club on how boxing can aid mental as well as physical fitness.
- Move Momentum on their “Liberate” dance classes especially for wheelchair users.
- Sport in Mind about the range of activities such as badminton and yoga they run to support Carers and those struggling with their mental health.
- ManGang about their new weekly meet-up in Winchester, encouraging men to come together and open up about their mental health and the challenges they are facing.
- Winchester Rotary about their efforts to rid the world of polio.
- The Winchester Mass Cycle-Ride encouraging everyone to get on their bike.

We also gave editorial coverage to organisations with significant anniversaries in 2023 and how they support people. We were proud to broadcast a syndicated programme with Ken Bruce, Patron of the Hospital Broadcasting Association on “Going back to the start” - an hour-long special looking at the world of hospital radio, broadcast around the time of the NHS's 75th birthday, to highlight the value of volunteers from hospital radio stations and how they support both patients and the NHS. Locally we were in attendance with the Royal Logistic Corps celebrating their 30<sup>th</sup> anniversary when their Colonel-in-Chief, the Princess Royal, visited Winchester, and they were given the freedom of the city. We also spoke to local business Rawlings Opticians, celebrating 100 years in the city; and charity The Samaritans, marking its 70th anniversary during the year.

2023 saw Winchester Radio volunteers out and about in the community as more-and-more face-to-face activities returned to the city, post-pandemic. Thanks to the earlier fundraising efforts of volunteer Ron Venturi, we had the funding for a new branded gazebo to replace our plain one that was 20+ years old! The team had a presence at a number of events including festivals, voluntary sector market-stall events, and health and wellbeing fairs, plus the new “Bto3 Opportunity Expo and Skills Exchange” event put on by the Hampshire Chamber of Commerce. These events gave us the opportunity to raise awareness of Winchester Radio's service, and highlight how we help people keep connected, and to be able to share support information with people visiting our stand.

It was great to be able to meet members of the public face-to-face again at so many community gatherings in and around the Winchester area, and to do interviews with local people running groups, but also to get views from members of the public on topics of

interest in the year, including those big occasions such as HM King Charles III's Coronation where we were out-and-about at local street parties, and at Winchester Cathedral, where the ceremony was being shown, live-streamed from London. Another highlight of the year which people embraced was the England women's football team in the World Cup Final, about which we also spoke to locals who were caught up in football fever.

The station continued to keep our audience aware of local developments including the new, bigger St. Clements Surgery being built in the city-centre, and the Station Approach and Central Winchester Regeneration projects. The latter included some community archaeological digs and tours in central Winchester run by Pre-Construct Archaeology which we also attended and covered on-air, and it was great to meet people there who had heard about the digs through our pre-event coverage on-air.

In 2023 Winchester Radio volunteers met some incredibly inspiring people in the community, doing amazing things, and who were much appreciated for it. Here's just a few of the local stories from some of extraordinary people we met and shared on-air:

- 19-year-old Katie Peller about her experience of eye cancer in childhood and how she is fundraising for the charity "Childhood Eye Cancer Trust" to help others affected.
- BK and Sangeeta Kaura, much loved pillars of the community, retiring after 24 years of running the Post Office in the village of Kings Worthy.
- Hampshire man Alex Lewis who lost all 4 of his limbs due to contracting Sepsis, travelling to Ukraine to help amputees who have lost limbs in the war. We spoke to Winchester consultant anaesthetist Dr Geoff Watson ahead of their journey.
- Local barrister Gary Venturi giving up his job to take on the Clipper Round the World Race, despite having never sailed before.
- Mary Needham-Carlton from local social enterprise, MunchCIC which provides community cookery classes to teach the joy of preparing delicious and nutritious meals. She was launching a fundraising cookbook 'Munch Lunch and Dinner'.
- Mary Curry, who was pioneering and Winchester's first female bus driver, celebrating 50 years since getting her professional licence.
- Steve Radjen who ran 60 marathons in his 60th year to raise over £200,000 for Naomi House and Jacksplace children's hospices near Winchester.

Local academic establishments, businesses, charities, churches and civic bodies all featured on our airwaves throughout the year, and regular calendar events in Winchester for the community, such as those around Easter, Armed Forces Week, Remembrance Sunday, and Christmas were featured. The charity continued to signpost people to support services, including activities from Christians Against Poverty, the Winchester Basics Bank and a number of other local community schemes running over the school holidays to help families with the high cost of living; plus the many initiatives run by the city's local churches to help those struggling financially or through isolation. A number of the local church ministers also helped with Reflections for us to broadcast to our audience through Christmas. And our team recorded a number of Christmas Carol Concerts, as well as again broadcasting Winchester Hospice's "Light Up A Life" service in memory of those loved ones lost. Our News Editor Mary Blaxland, did an amazing amount of community engagement throughout the year, meeting and interviewing people for our weekly "Winchester Now" news programme including Olympian Adam Peaty, inspiring young people into sport, and before Christmas joining Kings Worthy Primary School children bringing festive cheer to residents at the Dower House Care Home.

A worrying phone call we took at the station during 2023 was from the father of a young man who had gone missing after attending the "Boomtown Festival" near Winchester. We were very quick to get an appeal on-air to help find him, and our social media post asking for help was kindly shared 467 times. Happily, he was found a few days later and his family were full of praise and gratitude to Winchester Radio and our listeners for help finding him. Another example of the way Winchester Radio makes a positive impact in the community, and how our caring and community-minded volunteers make a difference to people's lives.

**Feedback and Recognition of our Volunteer-led Efforts**

The Winchester Radio team delivering the service are all volunteers, giving their time and efforts, and sharing their skills and knowledge, for free. Many do Winchester Radio volunteering every single day, and a number of the team are also engaged in other charitable activities and groups locally too.

It really means a lot when listeners get in touch to say how much they appreciate our service; when volunteers moving on give thanks for the experience and opportunities they have had with the charity, whilst helping others; and when staff from other organisations getting publicity on-air for their causes and upcoming events, take the time and trouble to say "thank you". Here are just some of the messages of gratitude we had through the year:

*"It's very nice to have a radio channel dedicated to Winchester and thank you to all the volunteers who must spend a lot of time compiling their programmes. I really enjoy listening to Winchester Radio regularly."*

*"I've been listening to you for a couple of weeks now and I can only give praises from me."*

*"So great to have you back! Thank you for your input, year after year - the race wouldn't be the same without you!"*

*"Top marks to you at Winchester Radio...as good as it gets and right in the heart of our community."*

*"Thank you so much for coming to our event. It was wonderful to have you there."*

*"Brilliant community radio station and you play some great stuff."*

*"Thank you to Winchester Radio for sharing Katie's story and helping raise awareness of retinoblastoma, a rare eye cancer found in children. We are very proud of Katie!"*

*"Thank you for joining us! A fantastic evening spent with amazing people and charities."*

*"Thank you, Winchester Radio, for helping us grow".*

*"Recently discovered you and it has been fabulous listening to Winchester Radio."*

*"Thanks to Winchester Radio for attending the recent Read Easy graduation celebration in order to interview some of our readers. We are dedicated to helping adults who wish to improve their reading skills. Your help in supporting and publicising our charity is much appreciated."*

*"Thanks so much for your support."*

*"Well done Anna and Winchester Radio for showing your professionalism (and that you're from here) and treating this issue with the seriousness and respect it deserves."*

*"Thanks for all you do for Winchester."*

*"Can I say I've really appreciated how well the trustees manage & organise Winchester Radio. The facilities are really good, not only in the studio but also access on-line via Myriad and other systems. The guidance has always been clear and helpful. And although I've worked with several other radio stations over the years, I've learnt a lot in my three years with you. I have enjoyed it and hopefully I've made a useful and significant contribution to the station and of course, our listeners."*

*"You do a great job at Winchester Radio!"*

*"I love listening to Winchester Radio as I'm going around the city. I think it is great we have got our own local radio station and I'd encourage more people to listen to it. Some of the tunes are obviously from my era and I love the fact it is just so lovely and local and shares community information. It is lovely that it is our radio station."*

*"Thanks so much for mentioning me and playing two lovely Chris de Burgh songs - of course, Lady in Red is a firm favourite. It was good to chat with you...I really enjoy Winchester Radio."*

*"Thank you for all you are doing and all those dedicated volunteers."*

## **Awards**

In 2023, Winchester Radio won Silver in two categories of the National Hospital Radio Awards:

- our report on the 10<sup>th</sup> anniversary Paralympic Personal Bests event organised by Winchester Go LD, Winchester City Council, Everyone Active, and the University of Winchester, won Silver in the Best Speech Package category, with the judges saying:

*This entry really captured the excitement and joy of the day – and produced some really great radio. Well worth a second listen.*

- our report on the celebrations of the 100<sup>th</sup> anniversary of bus services in Winchester, organised by the local transport heritage charity, Friends of King Alfred Buses, won Silver in the Best Special Event category, with the judges saying:

*We loved this entry, which included great voices – truly fantastic story-telling and real warmth for those involved and for those listening.*

Three of our volunteers were also presented with Long Service Awards when they attended the National Conference of the Hospital Broadcasting Association in Bolton: Paul Blitz for 40 years, Nigel Dallard for 35 years, and Sarah Cragg for 20 years.

## **FM licence extension**

In May, we had confirmation from Ofcom that our application to extend our FM community radio broadcasting licence had been successful. The initial 5-year licence period was due to expire in March 2024, but has now been extended until March 2029.

## **DAB broadcasting**

As noted above, UK DAB Networks, which operated the Winchester Small-Scale DAB Network, through which Winchester Radio obtained its DAB digital radio coverage, was liquidated on 24<sup>th</sup> November 2023, taking the network off-air, and thus removing Winchester Radio's DAB coverage. A collaborative effort from a number of the community radio stations affected, including Winchester Radio, together with some enthusiastic individuals who were able to invest some capital, resulted in a new company, Winchester DAB Ltd, being created to apply to Ofcom to take over the licence. This application was successful and, following a public consultation necessitated by the change in coverage due to new transmission arrangements, the DAB network resumed broadcasting on 8<sup>th</sup> February 2024.

## **Studio relocation**

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 per year. We were informed by the Senior Management in May 2022 that the planned relocation of our studio to Level A of Burrell Wing was not going to be possible, due to redevelopment plans including a new elective orthopaedic hub. Whilst the hospital management were adamant that they would continue to accommodate Winchester Radio, the proposed location of our studio remained uncertain until September 2023, with the viability of the final proposed location in Ashley Wing remaining uncertain well into 2024.

The studio relocation project has put enormous demands on the Trustees, with literally hundreds of person hours being spent in meetings with NHS Trust project management and estates staff, and/or their consultants, answering questions from these staff, or undertaking research towards, and developing studio layouts to prove the viability, or otherwise of options presented to us. This has had a material impact on the running of the charity during the reporting year, as less effort has been available to recruit and train new volunteers, to raise the profile of the charity, and to develop a sustainable business plan.

At the time of writing, Winchester Radio has recently relocated into Ashley Wing, and is in the process of fitting-out studios, with presenters currently broadcasting either from home, or from a temporary studio set-up whilst the new custom studio desks are built and equipment installed.

### ***Generating earned income***

In March 2022, Winchester Radio received funding from the DCMS-funded, Ofcom-administered Community Radio Fund to employ a Community Business Development Manager to help grow earned-income and reduce the dependence of the charity on grant funding. Unfortunately, the individual initially recruited found that they had over-committed themselves alongside other commitments, and left after only 2 months. After reflecting on lessons to be learned, the Trustees approached Ofcom to vary the terms of the grant, to allow the employment of another Community Business Development Manager for a further 12 months, but with reduced hours/week. This was agreed and, following another recruitment process, the new employee started work in May 2023.

By the end of the year, a significant amount of research and background work had been undertaken, but it was becoming clear that growing Winchester Radio's earned income was not going to be easy, even with the resources of a paid employee. Selling commercial advertising is proving very difficult, and whilst revenue has increased, not by anything like the amount necessary to sustain the Community Business Development Manager as a paid position. Whilst positive conversations have been held with both Winchester City Council and Hampshire County Council about funding programmes and/or editorial features, it is evident that the cogs in the machinery of local government turn very slowly.

### ***Acknowledgements***

All Winchester Radio's activities have only been possible through the sterling efforts of a dedicated team of around 23 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 an intensely busy and very challenging year.

Overall, we conservatively estimate that the volunteer team has given over 13,250 hours of their time to the charity during the year. Using the standard Ofcom *volunteer rates*, this is worth approximately £192,000.

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 2023.

We'd also like to say a huge thank you to the many individuals who have donated to Winchester Radio during 2023, 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.

At the end of 2023, Winchester Radio had total cash reserves, in-hand and at the bank, of just under £79,000 (2022: just under £87,000), of which £12,522 (2022: £26,195) is restricted funds (roughly half of which is the Community Radio Fund grant, with most of the remainder being for the studio relocation/re-equipping).

As in previous years, there are approximately £1,200 of prepayments recorded. These relate to:

- end-of-year adjustments, where the charity has paid in 2023 for a service to be only partly delivered in 2023 (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 2023); and
- purchase of music download credits with a supplier of professional-quality music downloads (we purchase credits in bulk to obtain the best price).

This year the debt owed to Winchester Radio, at £2,520, consists of the Priority Outcomes Fund grant from Winchester City Council, and a Gift Aid refund, both of which were paid in January following requests for payment submitted in December. The £728 (2022: £22) of trade creditors relates to bills, payment for which (primarily by Direct Debit) was not made until January 2024. The £1,266 (2022: £1,628) of payments received on account is advertising sales for campaigns that ran partially in 2023 and partially in 2024. The £60 (2022: £60) 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 three 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 remains at around £7,500 - £8,000. Unlike previous years, however, the Trustees have not designated unrestricted reserves above this level as being for the studio relocation/re-equipping project, because it is believed that the existing restricted and designated funds will be more than sufficient to cover the costs of the relocation and subsequent fitting-out of the new accommodation.

Overall assets totalled just over £94,000 (2022: just over £103,000, the difference being primarily due to salary and pension payments from the Community Radio fund grant received in 2022 to our Community Business Development Manager).

### **Income**

Total recorded income was £26,973 (2022: £49,266), consisting of £7,027 in grants, donations and other monetary gifts (2022: £32,275, including £20,933 from the Community Radio Fund), £12,947 worth of donations-in-kind (2022: £13,121), £5,566 income from trading activities (2022: £3,478) and £1,433 of bank interest (2022: £292).

Three significant grants were received during the year:

- £2,520 from Winchester City Council, as part of its "Priority Outcomes Framework" grant-funding programme (this is the second year of a renewed 3-year grant programme – a further year of funding, at a somewhat lower level, has been agreed covering 2024);
- £2,000 from the Rotary Clubs of Salisbury and Winchester, from the proceeds of the Clarendon Marathon; and
- £1,000 from the Winchester & District Round Table, from the proceeds of their "Pedal, Paddle, Pace" event.

Significant 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;
- free access from Google to its Workspace email and collaboration software, worth £1,200; and
- 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 (£3,212, 2022: £1,842) and charities (£1,275, 2022: nil); in addition, a further £1,266 of advertising sales were completed for campaigns to run on-air in 2024;

- two fundraising car boot sales collecting £799 (2022: £873) in sellers' pitch fees; and
- a fundraising coffee morning.

The production of the commercials cost £300 (2022: £410), meaning that advertising sales brought in just under £4,200 net – which, despite being more than double the previous year, was significantly less than we were hoping for having employed a Community Business Development Manager for 7 months.

The car boot sales cost just £90 (2022: £180) for licence fees from Winchester City Council as we were offered the second one at short notice and no cost due to another charity being unavailable, meaning that the events raised just over £700.

The coffee morning was held at Rick Stein's Winchester restaurant, which didn't charge for hosting the event, so the only expenditure was on a book of raffle tickets (£3), so the event raised £287 and, in addition, resulted in over £150 of the £849 of individual donations received during the year.

### **Expenditure**

Just over £1,700 of capital expenditure was made during the year: £1567 on a branded gazebo, and £136 on a portable digital recorder (2022: £53). The gazebo was bought using a grant received specifically for this purpose just prior to the Covid pandemic.

By far the most-significant ongoing revenue expense is music copyright licensing fees, totalling over £2,659 this year (2022: £2,140). The increase is partially due to inflation, but also because of the additional licence fee for broadcasting music on DAB digital radio. This is followed by the Ofcom licences required to broadcast as a community radio station (£850 per annum for the FM licence, plus £100 per annum for the DAB licence) and insurance (£764 this year, £700 in 2022). 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.

Repairs and general engineering costs increased to £385 this year (2022: £27). The majority of this was the cost of a repair to the FM transmitter (£195), but it was also necessary to replace some batteries in two of the laptops (£48), as well as to purchase some miscellaneous small items, some of which relate to the studio relocation.

The costs of employing our Community Business Development Manager for 7 months came to just over £12,000. These costs were met from the Community Radio Fund grant received in 2022. In addition, there were recruitment costs of £315 and another £110 on a mobile phone contract. The earned income that the Community Business Development Manager role is intended to generate needs to be a mix of primary-purpose income and non-primary-purpose income, to ensure that Winchester Radio remains within the limits on charity trading. The costs of employment have, therefore been split 75/25 between expenditure on charitable activities and fundraising activities, to match the intended mix of generated income.

Banking fees include:

- a monthly fee charged by CAF Bank; and
- payment processing fees from PayPal (donations/membership subscriptions), donr (text donations), SumUp (card payments at fundraising events) 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;
- audio stream hosting from streamerr; and
- website hosting from Umbrella Host.

**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 policy states that unrestricted reserves should be held equivalent to a typical year's cash expenditure.

The charity and its predecessor have been slowly building up a reserve for an inevitable move and re-equipping of studios. As reported above, this relocation took place after the end of the reporting period. Whilst the NHS Trust has paid for the building works necessary to make the allocated space suitable for Winchester Radio's use, the cost of the internal fitting-out and any necessary new technical equipment falls to Winchester Radio. As the costs of this were still very-much uncertain at the end of the reporting year, the accounts show significant unrestricted reserves designated as being towards this project.

Once the final costs of the studio move are apparent, as part of a business-planning exercise that is in progress at the time of writing, it is intended to develop a financial plan that shows the return of the charity's reserves to the level set out in the policy.

**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, and the accommodation issue having been resolved, the Trustees are confident that the charity has a long-term future. Grant funding-wise, the 3-year agreement with Winchester City Council, renewed in 2022, albeit at a lower level, and a long-term relationship with Winchester Rotary provides further confidence.

Towards the end of the reporting year, we were successful in our application to the Cranfield Trust for *pro bono* support from one of their volunteer consultants to develop a business plan for the next 3 years, to assist in getting Winchester Radio into a position where it is a more sustainable social enterprise. This work started in 2024, and has already resulted in the creation of a formal Risk Register, although overall progress has been significantly impacted by the studio relocation, and is still on-going at the time of writing.

**Charity Trustees**

Anna O'Brien (Chair)  
Paul Blitz  
Nigel Dallard  
Jeff Wearing (appointed 11 January 2024)

**Charity Number**

1160752 (England and Wales)

**Principal Address**

Mailpoint MP66  
Royal Hampshire County Hospital  
Romsey Road  
Winchester  
Hampshire  
SO22 5DG

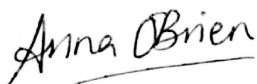
**Bankers**

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

**Independent Examiner**

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

Signed on behalf of the Trustees,



Anna O'Brien  
Chair  
10<sup>th</sup> October 2024



Nigel Dallard  
Treasurer  
10<sup>th</sup> October 2024

**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 2023, which are set out on pages 15 to 25.

**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").

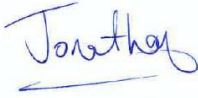
I report in respect of my examination of the Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**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.



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

18/10/2024

# Statement of Financial Activities

## (incorporating an Income and Expenditure Account)

### for the Year Ended 31<sup>st</sup> December 2023

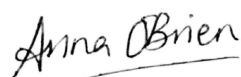
		2023		2022	
	Notes	Unrestricted funds	Restricted funds	Total funds	Total funds
		£	£	£	£
<b>Income and Endowments from:</b>					
Donations and legacies	2a	19,974	-	19,974	45,496
Charitable activities	2b	1,275	-	1,275	-
Other trading activities	2c	4,291	-	4,291	3,478
Investments	2d	1,433	-	1,433	292
<b>Total Income</b>		<b>26,973</b>	<b>-</b>	<b>26,973</b>	<b>49,266</b>
<b>Expenditure on:</b>					
Raising funds	3a	500	3,001	3,501	1,465
Charitable activities	3b	23,815	9,112	32,927	28,613
<b>Total Expenditure</b>		<b>24,315</b>	<b>12,113</b>	<b>36,428</b>	<b>30,078</b>
<b>Net income/(expenditure) before investment gains/(losses):</b>					
		<b>2,658</b>	<b>(12,113)</b>	<b>(9,455)</b>	<b>19,188</b>
Net gains/(losses) on investments		-	-	-	-
<b>Net income/(expenditure)</b>		<b>2,658</b>	<b>(12,113)</b>	<b>(9,455)</b>	<b>19,188</b>
<b>Extraordinary items</b>		-	-	-	-
<b>Transfers between funds</b>	10	1,560	(1,560)	-	-
<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>4,218</b>	<b>(13,673)</b>	<b>(9,455)</b>	<b>19,188</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		76,876	26,195	103,071	
<b>Total funds carried forward</b>		<b>81,094</b>	<b>12,522</b>	<b>93,616</b>	<b>103,071</b>

# Balance Sheet

## as at 31<sup>st</sup> December 2023

		2023		2022	
	Notes	Unrestricted funds	Restricted funds	Total funds	Total funds
		£	£	£	£
<b>Fixed assets:</b>					
Tangible assets	5a	10,027	-	10,027	11,163
Intangible assets	5b	2,772	-	2,772	4,183
Investments		-	-	-	-
<b>Total fixed assets</b>		<b>12,799</b>	<b>-</b>	<b>12,799</b>	<b>15,346</b>
<b>Current assets:</b>					
Stock	6	60	-	60	60
Debtors	7	3,891	-	3,891	2,368
Investments		-	-	-	-
Cash at bank and in hand	9	66,338	12,522	78,860	86,947
<b>Total current assets</b>		<b>70,289</b>	<b>12,522</b>	<b>82,811</b>	<b>89,375</b>
<b>Creditors:</b>					
Amounts falling due within one year	8a	1,994	-	1,994	1,650
<b>Net current assets/(liabilities)</b>		<b>68,295</b>	<b>12,522</b>	<b>80,817</b>	<b>87,725</b>
<b>Total assets less current liabilities</b>		<b>81,094</b>	<b>12,522</b>	<b>93,616</b>	<b>103,071</b>
<b>Creditors:</b>					
Amounts falling due after one year	8b	-	-	-	-
Provision for liabilities		-	-	-	-
<b>Total net assets or liabilities</b>		<b>81,094</b>	<b>12,522</b>	<b>93,616</b>	<b>103,071</b>

Signed on behalf of the Trustees,



Anna O'Brien  
Chair  
10<sup>th</sup> October 2024



Nigel Dallard  
Treasurer  
10<sup>th</sup> October 2024

# Notes to the Financial Statements for the Year Ended 31<sup>st</sup> December 2023

## 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.

#### 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.

# Notes to the Financial Statements

## for the Year Ended 31<sup>st</sup> December 2023 (continued)

### (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%
• portable recording equipment	20%
• branded gazebo & accessories	20%
• other electronic equipment	10%
• physical music library	10%

#### ii) Intangible fixed assets

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 2023 (continued)

## 2. INCOME

			2023	2022
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
<b>(a) Donations and legacies</b>				
Donations and gifts				
Donations via "Amazon Smile"	23	-	23	28
Donations via "Give As You Live"	18	-	18	68
Donation from Rick Stein Winchester	-	-	-	500
Other donations	849	-	849	448
Gift Aid	187	-	187	198
Legacies	-	-	-	5,000
Grants (note 2e)				
Winchester City Council Priority Outcomes Framework	2,520	-	2,520	2,800
Clarendon Marathon	2,000	-	2,000	2,000
Winchester & District Round Table	1,000	-	1,000	-
DCMS/Ofcom Community Radio Fund	-	-	-	20,933
Membership subscriptions	430	-	430	400
Donated goods, facilities & services (note 2f)				
Accommodation	8,450	-	8,450	8,450
Independent Examination of accounts	2,475	-	2,475	2,475
Google Workspace	1,200	-	1,200	1,440
VoIP phone system	576	-	576	576
Stream Hosting	180	-	180	180
Website Hosting	66	-	66	-
<b>Total</b>	<b>19,974</b>	<b>-</b>	<b>19,974</b>	<b>45,496</b>
<b>(b) Charitable activities</b>				
Advertising Sales	1,275	-	1,275	-
<b>Total</b>	<b>1,275</b>	<b>-</b>	<b>1,275</b>	<b>-</b>
<b>(c) Other trading activities</b>				
Advertising Sales	3,212	-	3,212	1,842
Car Boot Sales	799	-	799	873
Coffee Morning	280	-	280	286
Consulting Services	-	-	-	450
CD sales	-	-	-	27
<b>Total</b>	<b>4,291</b>	<b>-</b>	<b>4,291</b>	<b>3,478</b>
<b>(d) Income from investments</b>				
Interest	1,433	-	1,433	292
<b>Total</b>	<b>1,433</b>	<b>-</b>	<b>1,433</b>	<b>292</b>
<b>(e) Grants</b>				
i) <b>Winchester City Council Priority Outcomes Framework</b>				
This is the second year of a 3-year grant award, renewed for a second term, based on Winchester Radio's activities furthering the City Council's priorities for community development.				
ii) <b>Clarendon Marathon</b>				
This unrestricted grant was made by the organisers of the marathon (the Rotary Clubs of Salisbury and Winchester) from funds raised as a result of the 2023 event.				
iii) <b>Winchester &amp; District Round Table</b>				
This unrestricted grant was made by the Round Table from the proceeds of their "Pedal, Paddle, Pace" event.				
iv) <b>DCMS/Ofcom Community Radio Fund</b>				
Seed funding from the Dept for Digital, Culture, Media & Sport, via the Ofcom-administered Community Radio Fund, to employ a part-time Community Business Development Manager for 12 months, to grow Winchester Radio's earned income. Following the resignation of the employee in the prior year, the terms of the grant were renegotiated allow the recruitment of another employee, again for 12 months, but on less hours/week. This employee started during the reporting period.				

# Notes to the Financial Statements

## for the Year Ended 31<sup>st</sup> December 2023 (continued)

### (f) 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) 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 £5 per user, per month. This represents the cost of Winchester Radio purchasing an appropriate number of accounts at standard prices.

#### iv) 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.

#### v) 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.

#### vi) Website Hosting

Umbrella Host offers its website hosting 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.

### Other information

All income in the current and prior years was unrestricted except for the grant from the DCMS/Ofcom Community Radio Fund in the prior year.

### 3. EXPENDITURE

			2023	2022
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
<b>(a) Expenditure on raising funds</b>				
Cost of advertising sales	300	-	300	410
Community Business Development Manager				
Salary	-	2,944	2,944	660
Pension contributions (defined contribution scheme)	-	57	57	12
Recruitment costs	79	-	79	138
Mobile Phone	28	-	28	49
Staging fundraising events	93	-	93	180
CD sales	-	-	-	16
<b>Total</b>	<b>500</b>	<b>3,001</b>	<b>3,501</b>	<b>1,465</b>

# Notes to the Financial Statements

## for the Year Ended 31<sup>st</sup> December 2023 (continued)

			2023	2022
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
<b>(b) Expenditure on charitable activities</b>				
Station running expenses				
Music copyright licences				
Community Radio	2,604	-	2,604	2,140
Hospital Radio	55	-	55	49
Google Workspace Email & Collaboration Service	1,200	-	1,200	1,440
Ofcom Broadcasting licences	950	-	950	941
Insurance	764	-	764	700
VoIP telephone system	576	-	576	586
Equipment replacements / engineering	285	100	385	27
IRN news licence	383	-	383	343
Broadband internet connection	333	10	343	252
Stream hosting	180	-	180	180
Broadcast playlist system remote access licence	165	-	165	150
TV licence	159	-	159	159
UK Radioplayer subscription	109	-	109	109
Local Radio Support membership	97	-	97	22
Banking fees	74	-	74	85
Ofcom PMSE Radiomic licence	68	-	68	68
CMA membership fee	60	-	60	60
HBA membership fee	50	-	50	50
Office Consumables	28	-	28	-
Winchester Small-Scale DAB carriage fee	13	-	13	5
Community First membership fee	8	-	8	8
Volunteer refreshments	5	-	5	-
Volunteer Recruitment	-	-	-	89
Community Business Development Manager				
Salary	-	8,831	8,831	1,979
Pension contributions (defined contribution scheme)	-	171	171	36
Recruitment costs	236	-	236	414
Mobile Phone	83	-	83	149
Communications and publicity				
Website/internet domain hosting	130	-	130	58
Promotional Flyers	24	-	24	-
Accommodation	8,450	-	8,450	8,450
Independent Examination of accounts	2,475	-	2,475	2,475
Depreciation of tangible fixed assets	2,839	-	2,839	5,835
Amortisation of intangible fixed assets	1,412	-	1,412	1,754
<b>Total</b>	<b>23,815</b>	<b>9,112</b>	<b>32,927</b>	<b>28,613</b>

#### 4. PAID EMPLOYEES

##### (a) Staff Costs

Salaries & wages	-	11,775	11,775	2,639
Pension contributions (defined contribution scheme)	-	228	228	48
<b>Total</b>	<b>-</b>	<b>12,003</b>	<b>12,003</b>	<b>2,687</b>

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

##### (b) Average head count

	2023	2022
Average number of employees	0.67	0.1

A single employee was employed for a total of 8 months during this year (2022:7 weeks), in a community business development role. As the purpose of the role is to generate a mix of primary purpose and non-primary purpose income, the employment costs have been allocated 75% to expenditure on charitable activities and 25% to costs of raising funds.

# Notes to the Financial Statements for the Year Ended 31<sup>st</sup> December 2023 (continued)

## (c) Redundancy payments

	2023	2022
Total redundancy and termination payments	-	-

## 5. FIXED ASSETS

## (a) Tangible fixed assets

	Music library £	Fixtures & fittings £	Computers, Portable Recording Eqpt, Gazebo £	Electronic equipment £	Total £
Cost as at 1 January 2023	5,000	4,227	22,434	28,682	60,343
Additions	-	-	1,703	-	1,703
Disposals	-	-	-	-	-
Cost as at 31 December 2023	<b>5,000</b>	<b>4,227</b>	<b>24,137</b>	<b>28,682</b>	<b>62,046</b>
Depreciation as at 1 January 2023	5,000	3,363	21,161	19,656	49,180
Charge for year	-	173	992	1,674	2,839
Elimination on disposal	-	-	-	-	-
Depreciation as at 31 December 2023	<b>5,000</b>	<b>3,536</b>	<b>22,153</b>	<b>21,330</b>	<b>52,019</b>
Net book value as at 1 January 2023	-	864	1,273	9,026	11,163
Net book value as at 31 December 2023	-	<b>691</b>	<b>1,984</b>	<b>7,352</b>	<b>10,027</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 2023	314	3,000	6,000	2,985	12,299
Additions	1	-	-	-	1
Disposals	-	-	-	-	-
Cost as at 31 December 2023	<b>315</b>	<b>3,000</b>	<b>6,000</b>	<b>2,985</b>	<b>12,300</b>
Amortisation as at 1 January 2023	91	2,400	3,000	2,625	8,116
Charge for year	32	600	600	180	1,412
Elimination on disposal	-	-	-	-	-
Amortisation as at 31 December 2023	<b>123</b>	<b>3,000</b>	<b>3,600</b>	<b>2,805</b>	<b>9,528</b>
Net book value as at 1 January 2023	223	600	3,000	360	4,183
Net book value as at 31 December 2023	<b>192</b>	-	<b>2,400</b>	<b>180</b>	<b>2,772</b>

All intangible assets relate to unrestricted funds.

# Notes to the Financial Statements

## for the Year Ended 31<sup>st</sup> December 2023 (continued)

### 6. STOCKS

	Stock		Donated goods	
	For distribution	For resale	For distribution	For resale
	£	£	£	£
<b>Fundraising CDs</b>				
Opening	-	60	-	-
Added in period	-	-	-	-
Expensed in period	-	-	-	-
Impaired	-	-	-	-
Closing	-	60	-	-
<b>Total this year</b>	-	60	-	-

### 7. DEBTORS AND PREPAYMENTS

	2023		2022	
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Trade debtors	2,698	-	2,698	1,153
Prepayments and accrued income	1,193	-	1,193	1,215
<b>Total</b>	<b>3,891</b>	<b>-</b>	<b>3,891</b>	<b>2,368</b>

### 8. CREDITORS AND ACCRUALS

	2023		2022	
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
<b>Amounts falling due within one year</b>				
Trade creditors	728	-	728	22
Payments received on account for contracts or performance-related grants	1,266	-	1,266	1,628
<b>Total</b>	<b>1,994</b>	<b>-</b>	<b>1,994</b>	<b>1,650</b>

### 9. CASH AT BANK AND IN HAND

	2023		2022	
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
CAFCash current account	2,838	0	2,838	10,993
CAF Gold deposit account	62,414	12,522	74,936	75,519
PayPal account	1,086	0	1,086	435
Cash	0	0	0	0
<b>Total</b>	<b>66,338</b>	<b>12,522</b>	<b>78,860</b>	<b>86,947</b>

# Notes to the Financial Statements

## for the Year Ended 31<sup>st</sup> December 2023 (continued)

## 10. MOVEMENT IN FUNDS

## (a) Current year

	Balance 01/01/2023	Income	Expenditure	Transfers	Balance 31/12/2023
<b>Unrestricted Funds</b>					
General (inc. fixed assets)	22,601	26,973	(24,315)	1,560	26,819
Studio relocation/re-equipping	54,275	-	-	-	54,275
<b>Total</b>	<b>76,876</b>	<b>26,973</b>	<b>(24,315)</b>	<b>1,560</b>	<b>81,094</b>
<b>Restricted Funds</b>					
DCMS/Ofcom Community Radio Fund	18,246	-	(12,003)	-	6,243
Studio relocation/re-equipping	6,027	-	(35)	-	5,992
Remote Broadcasting	152	-	-	-	152
Computer systems	210	-	(75)	-	135
Outside Broadcast equipment	1,560	-	-	(1,560)	-
<b>Total</b>	<b>26,195</b>	<b>-</b>	<b>(12,113)</b>	<b>(1,560)</b>	<b>12,522</b>
<b>Total Funds</b>	<b>103,071</b>	<b>26,973</b>	<b>(36,428)</b>	<b>-</b>	<b>93,616</b>

## (b) Prior year

	Balance 01/01/2022	Income	Expenditure	Transfers	Balance 31/12/2022
<b>Unrestricted Funds</b>					
General (inc. fixed assets)	31,756	28,333	(26,541)	(10,947)	22,601
Studio relocation/re-equipping	43,275	-	-	11,000	54,275
<b>Total</b>	<b>75,031</b>	<b>28,333</b>	<b>(26,541)</b>	<b>53</b>	<b>76,876</b>
<b>Restricted Funds</b>					
DCMS/Ofcom Community Radio Fund	-	20,933	(2,687)	-	18,246
Studio relocation/re-equipping	6,027	-	-	-	6,027
Outside Broadcast equipment	1,560	-	-	-	1,560
Computer systems	263	-	-	(53)	210
Remote Broadcasting	152	-	-	-	152
Ofcom Broadcasting Licence Fees	850	-	(850)	-	-
<b>Total</b>	<b>8,852</b>	<b>20,933</b>	<b>(3,537)</b>	<b>(53)</b>	<b>26,195</b>
<b>Total Funds</b>	<b>83,883</b>	<b>49,266</b>	<b>(30,078)</b>	<b>-</b>	<b>103,071</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, has been allocated to become part of a new elective surgery hub within the hospital. During the year, the NHS Trust agreed a new location on-site for Winchester Radio, and at the end of the year, planning for the relocation was underway both by the NHS Trust and Winchester Radio.

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 12) for this purpose.

## (c) DCMS/Ofcom Community Radio Fund

Seed funding from the Dept for Digital, Culture, Media & Sport, via the Ofcom-administered Community Radio Fund, to employ a part-time Community Business Development Manager for 12 months, to grow Winchester Radio's earned income. Following the resignation of the employee in the prior year, the terms of the grant were renegotiated allow the recruitment of another employee, again for 12 months, but on less hours/week. This employee started during the reporting period.

## (d) Remote broadcasting

This fund consists of the residue 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.

## Notes to the Financial Statements

### for the Year Ended 31<sup>st</sup> December 2023 (continued)

**(e) 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.

**(f) 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.

#### 11. 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**

	2023	2022
Number of Trustees who were paid expenses	2	2
Reimbursement for products/services purchased on behalf of the charity	£2,948	£936
Travel and subsistence	-	-
Accommodation	-	-
Other (specify)	-	-
<b>Total</b>	<b>£2,948</b>	<b>£936</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.

#### 12. 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. Once the full cost of relocating the charity becomes clear, in 2024, the remaining funds will be returned to the charity's general unrestricted funds.

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