



Trustees' Annual Report for the period

From 01/09/2022 **Period start date** **To** 31/08/2023 **Period end date**

Charity name: Radio DGH Eastbourne

Charity registration number: 1171192

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>1. The relief of sickness, poor health and old age amongst people living in the Eastbourne area by providing a local music broadcasting service for hospitals, residential homes and similar institutions, and for patients receiving community care; and</p> <p>2. To provide connection within the local area between family, friends and support network by enabling requests and dedications to be broadcast; and</p> <p>3. The advancement of health ad 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 Eastbourne area.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The Charity provides a radio service within Eastbourne DGH to the bedside via the in-house 'Hospedia' network and more extensively to the local and national community via the Internet. The service is on-air 24 hours a day, 7 days a week. The output includes news and stories of local and national interest and a range of health and wellbeing related issues of potential interest to patients, staff, relatives and potential users of the Hospital's services.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>Trustees continually ensure that, as a member of the Hospital Broadcasting Association, the Charity follows their guidelines and procedures as appropriate. All active members must be accepted through the Hospital's volunteer programme which provides appropriate vetting and training for volunteers within the Hospital environment.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	<p>The Charity is operated entirely by volunteers.</p> <p>The Trustees are particularly conscious of the role of our volunteer engineers and the many hours spent in maintaining, repairing and – at times – replacing studio equipment and computers.</p> <p>The Trustees are also very grateful to those members who, as well as producing programmes, give their time to serve on the Station Committee to assist in delivering a diverse and well-received service to our listeners.</p>
Other		<p>Fundraising is undertaken by the members who pay an annual subscription. Other funds come from sponsorship and donations.</p>

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Continuity of the Internet Service (established in November 2017), making it possible for friends and relatives to place requests and make dedications for their loved ones. This facilitates a valued connection between those who have been admitted to the Hospital and those in the community – local and national – and is hugely appreciated.</p> <p>The Trustees and Committee continually consider the future development of the service. This includes successful volunteer recruitment and training programme, thus increasing the proportion of 'actual' hours of personal programme presenting, as opposed to pre-recorded/automated broadcasting.</p> <p>Through enthusiastic fundraising, sponsorship and donations from local companies serve to increase publicity for the service that the Charity provides.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Performed by Trustees and Committee at each AGM
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Repair and replacement of the equipment is time-critical so as to avoid / minimise 'down time'. Reserves are maintained in order to fund such repairs, including professional, specialist fees should the need arise.
Amount of reserves held	Para 1.22	£4221
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Member subscriptions and donations or sponsorship by local businesses
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	Maintain broadcasting platforms via the in-Hospital ' Hospedia' and the Internet
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Election by members

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Radio DGH Eastbourne
Other name the charity uses	Radio DGH
Registered charity number	1171192
Charity's principal address	Eastbourne District General Hospital Kings Drive Eastbourne East Sussex BN21 2UD

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Philip Moon	President		Radio DGH Members
2	Shaun Crowhurst	Programme Controller		Radio DGH Members
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20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure


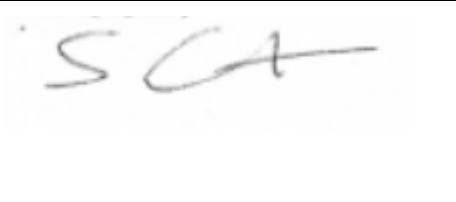
Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

Signature(s)		
Full name(s)	Philip Moon	Shaun Best Crowhurst
Position (eg Secretary, Chair, etc)	President	Programme Controller
Date	31/08/2023	31/08/2023

REGULAR

September 2022-August 2023

Description	Date Due	Freq	Date Paid/ Received	Expense	Income	NW or Lloyds
Member Subscriptions	Sept onwds	Annual	Various		120.00	NW
					30.00	NW
					90.00	NW
					90.00	NW
					90.00	NW
					60.00	NW
					30.00	NW
					60.00	NW
					30.00	NW
Eclipse (Broadband Support)	Sept onwds	Monthly	Mly	266.77		NW
Impress Publishing	Sept	Annual	Sept	127.12		NW
PRS Music Licence	Nov	Annual	Nov	184.80		NW
Friends' of Eastbourne Hospital	Dec	Annual	Dec		500.00	NW
PPL 1 Jan 2023 - 31 Dec 2023	Jan	Annual	Jan	177.00		NW
PPL 1 Jan 2023 - 31 Dec 2023	Jan	Annual	Jan	165.00		NW
PPL 1 Jan 2023 - 31 Dec 2023	Jan	Annual	Jan	37.00		NW
PPL 1 Jan 2023 - 31 Dec 2023	Jan	Annual	Jan	75.80		NW
ILikeMusic	Jan		Jan	72.60		NW
Access Insurance	April	Annual	April	528.32		Lloyds
Hospital Broadcasting Assoc	April	Annual	April	50.00		NW
Bourne Free Advertising	June	Annual	June	100.00		NW
Eastbourne Education	June	Annual	June	75.00		NW
IRN Licence	July	Annual	July	485.68		NW
				2345.09	1100.00	

IRREGULAR

September 2022-August 2023

Description	Date Due	Freq	Date Paid/ Received	Expense	Income	NW or Lloyds
Member Donation			Sept		10.00	NW
Member Donation			Sept		70.00	NW
Independent Heating & Cooling			Sept	333.60		NW
Mrs Melanie Felton			Sept		609.39	NW
David White			Sept	609.39		NW
Member Donation			Oct		10.00	NW
Member Donation			Oct		20.00	NW
Christmas Cards and Gifts			Oct		30.00	NW
Christmas Cards and Gifts			Oct		90.00	NW
BCMY Recycle4Charity			Oct		2.25	NW
SumUp Payments A/C			Nov		1.97	NW
Amazon Europe			Nov		5.46	NW
Purchase of Panic Button			Nov	19.68		Lloyds
SumUp Payments A/C			Dec		16.71	NW
Christmas Cards and Gifts			Dec		195.00	NW
Dawn's Christmas Fair			Dec		45.00	NW
Ecclesiastical: Nicola Ring			Jan		200.00	Lloyds
Paypal Giving			Jan		5.00	Lloyds
Rattle Tin and Coin Jar			Apr		43.06	NW
Ecclesiastical: Jacob Knowles			Apr		200.00	NW
Charities Aid Foundation			Apr		228.00	NW

Amazon Europe
Amazon Europe

Apr
May

	5.00	NW
	24.60	NW
	962.67	1811.44

BALANCES

LLOYDS CURRENT	886.67	5th July 2023
LLOYDS SAVINGS	2007.72	5th July 2023
NAT WEST CURRENT	1163.25	5th July 2023
NAT WEST BUSINESS RESERVE	201.90	5th July 2023
	4259.54	

Highlighted = Reconciled with Hard Copy Bank Statements

Notes

White, Figgess, Moon, Bishop
Funnell
Mason, Newton, Willgrass
Pawsey, Barnicoat, Styles
Huggett, Davis, Williams
Crowhurst, Bonini
Frame
Watts, Dakin
Tanner
Direct Debit @ £16.56 monthly Sept-March, £16.73 April, £18.78 May-July, £77.78 Aug
Invoice AA01597
Invoice 30489
Friends' Cheque
Linear Webcast Licence Band 1
Hospital Radio Licence - Hardware
Hospital Radio Licence - <5000 tracks
Vat on the above 3 costs
100 Credits purchased plus 50 Free Credits Offer
Insurance from 19th April 2023 to 18th April 2024
HBA Membership 2023 - 2024
Advertising
Eastbourne Education Business Partnership
IRN Licence

Notes

Moon
Funnell
Invoice 34763
To cover expenses fo Church Services to be reinstated
Reimburse as he paid bill re Church Service to be reinstated
Barnicoat
Huggett
Christmas Cards £24 Gifts £8 Less SumUp Fee £2
Christmas Cards £58 Gifts £25 CDs £4 Donations £3
Recycle Ink Cartridges
Christmas Card and Gift Sales via Card Machine
Commission re online purchases
Chq 00008 Reimburse John for Screwfix purchase
Christmas Card and Gift Sales via Card Machine
Multiple Sales and Donations, less SumUp, less Table Hire
Sales at Christmas Fair
Nicola Ring Donation
Commission re online purchases

Jacob Knowles Donation
Anonymous Donation

Commission re online purchases
Commission re online purchases