

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1st	June	2022		31st	May	2023

Section A Reference and administration details

Charity name

Radio Cherwell

Other names charity is known by

Registered charity number (if any) 1171654

Charity's principal address

Radio Cherwell Churchill Hospital

Old Road

Oxford

Postcode

OX3 7LJ

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	Neil Stockton	Chairman		Membership
2	John Lant	Vice Chairman		Membership
3	Martin Green	Secretary		Membership
4	Richard Gosling	Treasurer		Membership
5	Tom O'Hare	Music Librarian		Membership
6	Michael Clarke	Engineer		Membership
7	Bruce Shakespeare			Membership
8	Nick Speller	Membership		Membership
9	Shaun Ritchie	Programme		Membership
10				
11				
12				
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17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Charitable Incorporated Organisation
How the charity is constituted (eg. trust, association, company)	Written Constitution approved by members and the Charity Commission
Trustee selection methods (eg. appointed by, elected by)	Election Annually By Members

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage them. 	<p>Radio Cherwell receives the cooperation and support of the OUH NHS Foundation Trust , Sanctuary Care Homes, hospital staff and the voluntary organisations within each hospital</p> <p>It is managed by a team of Trustees and a management team who meet on a regular basis.</p> <p>It is a member of the Hospital Broadcasting Association.</p>
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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objectives stated in the constitution are as follows

The relief of sickness, poor health and old age amongst people living in the Oxfordshire area by providing a local broadcasting service for hospitals, residential homes and similar institutions and for patients receiving community care

The advancement of health and prevention or relief of sickness for the public benefit through the promotion of the benefits of a healthy lifestyle and the importance of maintaining good personal mental and physical

<p>health by (mainly but not exclusively) the means of broadcasting health education messages to people living in the Oxfordshire area.</p>	<p>Radio Cherwell broadcasts a broad range of programmes 24 hours a day 7 days a week to 1200 beds via the Hospedia bed head entertainment system and also streamed on the internet. During the year we attracted 73,466 unique listeners who listened for 37,512 hours The aim is to provide through the medium of radio and the internet, a personal service of therapeutic benefit, providing local and useful information, detailing what help is available, and activities taking place in the hospitals, as well as entertainment.</p>
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Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Broadcasting 24 hours a day 7 days a week to the hospitals in Oxfordshire

Collecting record requests from patients, visitors and families and broadcasting these every evening

Collecting and broadcasting requests from two residential care homes every week

Live broadcasting once a week from the children's' ward in the Children's Hospital

Raising funds and serving the local community by providing a Public Address system for local events

Supporting Oxford Hospital Charity Abseil and Play2Give Charity

Recording and broadcasting Radcliffe Orchestra Concert and Churchill Cancer Centre lunchtime concerts.

If we are unable to physically collect patient's requests we have set up our website to collect requests.

Section D

Achievements and performance

Section E

Financial review

Brief statement of the charity's policy on reserves

We aim to have reserves to allow 2 years operation if no further funds are raised and to keep a separate reserve to cover the cost of moving location.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The three main sources of income are the provision of public address and studio facilities for recording, fundraising and membership fees.

Section F

Other optional information

Financial Report for the Year Ending 31 May 2020

The Organisation

Radio Cherwell is a Charitable Incorporated Organisation registered with the Charity Commissioners (No. 1171654). It exists as a hospital radio station operating and broadcasting from:

The Studio, Churchill Hospital, Old Road, Headington, Oxford, OX3 7LJ

The charity is run by a board of trustees elected by the membership annually.

This report consists of following sections:

1. A summary of income and expenditure with comparative figures for the previous year.
2. Notes giving further details and summaries of specific areas.
3. A summary of financial assets.
4. Details of Assets and Liabilities

1. Income and Expenditure

INCOME		2022/23	2021/2022
		£	£
Membership Subscriptions		920	1199
Clothing Sales		50	3
Donations, Gift Aid and Fundraising		1459	1217
Public Addresses		3049	1260
Recordings and Studio Services		230	240
Equipment Sales		0	116
Surplus on Sale of Beverages		0	20
Interest Received		181	20
TOTAL INCOME		5889	4075
EXPENDITURE			
Fees and Subscriptions – see below			
HBA membership Subscription		50	50
IRN/Sky News licence		439	391
TV License		159	159
Radio Cherwell App		144	144
Streaming Provider – Internet Radio		235	216
PPL – Hard Disk Music		165	82
PPL - Hospedia		235	240
PPL - Webcasting		668	630
AWS Website		39	38
Mixcloud		79	0
BT broadband + Telephone Line		839	618
Studio Relocation		803	842
Office Supplies / Postage		91	52
Insurance		1266	1246
Repairs and Maintenance		352	0
Publicity		124	43
Library		139	0
TOTAL EXPENDITURE		5826	4882
BALANCE		63	-807

2. Notes and Comments

Income

- Subscriptions decreased a sum was transferred to top up the membership fund
- Public addresses increased post COVID.
- Interest increased reflecting recent changes.

Expenditure

- Mixcloud is a annual expense
- BT charges slightly higher as a there were additional expenses moving studio

3. Current Financial Assets at 31/05/2023

Bank Current Account	
Business Reserve 1	£254
Business Reserve 2	£9481
Petty Cash	£5
Total	£9740

Annual Running Costs of the Organisation

. **For the financial year 2022/23, the approximate running costs for the organisation were approximately £5000.**

Relocation Fund is a Separate Account

The studio relocation started this year. This is covered in a separate set of accounts set up for this purpose. The fund account balance currently stands at £12649. Total spending to date is £1643. When spending is complete money will be transferred from high interest account, to avoid penalty payments.

4. Assets and Liabilities

Assets

Fixed Assets

. These comprise the equipment of the organisation, including the trailer and the depreciation of existing assets. £370 of new equipment was purchased during this financial year.

At 31st May 2023 our fixed assets totalled £8976

Creditors

No money owed to Radio Cherwell,

Liabilities

Children's Show Prize Fund

This is made up of money donated specifically and used for this purpose.

Opening Balance	£1022
Money Spent on Prizes	-£0
Donations for Prizes	£0
Closing Balance	£1022

Peter Baker Fund

This fund was set up in memory of former member and used to finance an annual presentation. The balance of the fund as at 31st May 2023 was £299

Creditors and Debtors

Money yet to be received from services provided in this financial year. Magdalen PA =£ 650

Money owed by Radio Cherwell for services HBA Subs = £ 50 invoices not received until July 2023


Richard Gosling, Treasurer, September 2023

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s) Martin Green

Position (eg Secretary, Chair, etc) Secretary

Date 13th March 2024