



Trustees' Annual Report for the period

From

Period start date

To

Period end date

1
May
2020

31
May
2021

Section A

Reference and administration details

Charity name

York Hospital Radio

Other names charity is known by

Registered charity number (if any)

1172587

Charity's principal address

The Basement Studio

Bridge Lane

York

Postcode

YO31 8EU

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)

Ian Clennan
Chairman

Members

Phil Bowers
Treasurer

Members

James Hudson
Secretary

Members

James Gavigan
Membership

Members

Jonathan Brookes
Fundraising

Members

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

Name

Dates acted if not for whole year

N/A

Names and addresses of advisers (Optional information)

Type of adviser

Name

TAR

Address

N/A

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

N/A

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

CIO

Trustee selection methods
(eg. appointed by, elected by)

Elected by members

Additional governance issues (Optional information)

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

- 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.
 - York Hospital Radio works very closely with the York Hospitals NHS Trust and is grateful for the support they give to allow us to remain in our current premises.

- New members are subject to induction arrangements as agreed by the trustees. In the last 12 months this document has been updated to reflect the changes within the organisation.
- Members under the age of 18 are classed as associates and therefore cannot vote or be a Trustee.
- Covid-19 continues to be a risk to the organisation. While funds have been steady and grants increased in the last 12 months, the ability to broadcast and train has been limited.

Section C Objectives and activities

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

(1) The relief of sickness, poor health and old age amongst people living in York 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 health by (mainly, but not exclusively) the means of broadcasting health messages to people living in York

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)

- York Hospital Radio broadcasts 24 hours a day to the patients of York Hospital. Programming is aimed at a very broad age range and the music policy focuses mainly on the music of the 1960s to the present day. Alongside the main music format, York Hospital Radio broadcasts specialist music e.g. classical, country, show tunes and specific genres of music dependent on the presenters' choice.
- York Hospital Radio broadcasts online and can now be heard via tune-in radio, via app or on the website www.yorkhospitalradio.com In order to be compliant the trustees ensure that we are fully licensed.
- As well as providing music entertainment, York Hospital Radio provides a 24 hour news service and a range of Outside Broadcasts. Outside broadcasts include:
 - o Joseph Rowntree Theatre
 - o York Theatre Royal
 - o York Minster
 - o York Barbican
 - o Bootham Crescent

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.
 - York Hospital Radio is fully reliant on volunteers in order to be successful, this includes fundraising and all aspects of station management. As a result of this, the long term future is always reliant on a range of volunteers who are part of the organisation at any time.
 - Fundraising has evolved massively in the last 12 months and provided some much needed financial stability. A small group of volunteers are now part of this group and through their dedication funding is starting to come into the organisation. This has led to a major refurbishment of some of the equipment that keeps the station on air 24 hours per day. This has provided a structural stability to the station.

Summary of the main achievements of the charity during the year

- York Hospital Radio continues to broadcast online and also via Hospedia (hard wire) in the hospital.
- Covid has meant we have been severely limited in our training opportunities. At the time of writing this, I cannot say with any certainty that this will improve in the near future. This leaves the organisation with some tricky future decisions to be made. The main one whether we look to a more 'remote studio' set up with voicetracking been the way forward than the route of traditional presenting. While this may not seem ideal, it would mean programmes can continue to be broadcast and technologies developed around this aim to provide a more live interaction.
- I have been grateful to the presenters who have turned their hand to presenting or in fact started presenting from home. While the pandemic has meant we have had limited studio access, we are in fact more live during the day than ever before. My thanks to those presenters who continue to come into the studio, as well as those who turned their hand to remote voicetracking. Special thanks to Steve Eccles, Dennis McMahon, Phil Bewers, Keith Lea & David Bassett who have all learned new skills very quickly to help provide output.
- Sponsors continue to provide much needed funds for our organisation. There was continued support from the Health Trust, York Gin, Minster Grange, The Hairy Fig, Miller Food Services, Rainbow International, York City Knights, Streamline and also Collaborative Family Law. This by far is the biggest list of sponsors we have ever had. We also had local businesses support us during the pandemic with their open messages - a huge thank you to them too!
- The upgrades to the studio were highly successful, in the sense of completion and also funding. We have seen lots of money be donated to York Hospital Radio. In turn the computer software and hardware has been improved and increased. This means we have a more reliable system with few technical problems this year. The studio refurb has happened too. My thanks to Phil Bewers and Jonny Brookes for taking a lead and ensuring that the funding appeared.
- We've seen special programmes come from the HBA, the National Opera, Absolute radio and others. This has added to our schedule. While the local radio market has been saturated, some struggling or closing down.
- For those who have heard me talk many times, you know I always mention fundraising. Which I have to say is now progressing well, thanks to the above and the amazing work of Dan Tait (and others) in producing entertaining, informative and realistic podcasts about York City. I still believe the health trust is an major untapped potential. Having interviewed the Chief Executive and a range of research leads, it made me realise there are over 9000 employees of the health trust. How many know us? How many are heard on air? What can we do to build them into our portfolio and continue to spread the word about York Hospital Radio - their radio station.
- Maybe the next year will see a change to the jingle package and a return to more live studio presenting - who knows.

Brief statement of the charity's policy on reserves

The Charity has a policy of retaining at least 6 months general running costs at any given time.

Details of any funds materially in deficit

The charity does not run 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 Charity's principal sources of funding are,
 Programme Sponsorship, £3150.00 (£1650 -2020)
 Donations £400.00 (£2825 -2020)
 Fundraising events £14,294.00 (£5303.00 -2020)
 Subscriptions £700.00 (£700.00 -2020)

The aim is to organise at least one major fundraising event each year. It relies on Members taking some responsibility to organise these events. Covid restrictions during 2020 has prevented any events.

The annual 'Smile' magazine brings in a significant donation. The latest magazine has recently been delivered. Our 2021 donation is due shortly.

The fundraising income shows the large increase due to the very successful 'Studio Refurbishment Project' and our successful bid to the Coronavirus Community Support Fund, The Friends of York Hospitals & Benenden Health.

We must make every effort to retain existing sponsors and constantly look to search out new companies interested in sponsorship.

Expenditure has seen a small decrease in the Y/e Feb 2021 as the benefits of reduced BT costs and a small decrease in electric and gas which may be due to more efficient computer technology as a result of the recent studio upgrade and the reduced Studio use during the period of lockdown. It will be interesting to compare in 12 months time.

Cash at the Bank at the Year end was £19,197. This compares to 2020 figure of £19,518, & in 2019 £18,152. The Trustees are satisfied with the figure, particularly bearing in mind the period we have and are still going through, as Charities continue to struggle financially.

There were a number of fundraising events planned for 2020 all of those were cancelled or postponed. To mitigate the loss of income from such events we have increased income in other areas, 2 significant increases are programme sponsorship, we offered businesses who continued to operate throughout lockdown 1, the opportunity to promote the fact. We had 5 businesses support us in this way. Secondly, Dan Tait, managed

to grow the podcast 'Hospital Ball' during lockdown & this gave us a new income stream through sponsorship and via the 'Just Giving' platform.

As we move through this year and in to next year funds will continue to come under pressure, however if the road to recovery, in the UK continues as planned we are anticipating certain of the postponed events from 2020 will happen in 2021.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Ian Clennan

Full name(s)

Ian Clennan

Position (eg Secretary, Chair, etc)

Chair
TAR

31/05/2021

Date



Receipts and payments accounts

For the period
from

01.03.20

To

28.02.21

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
A1 Receipts				
Donations	400	-	-	400
Programme Sponsorship	3,150	-	-	3,150
Subscriptions	700	-	-	700
Key Card Deposits	25	-	-	25
Recording	-	-	-	-
Fundraising Events	557	13,737	-	14,294
Telephone	-	-	-	-
Postage & Stationery	-	-	-	-
Sundry	15	-	-	15
Hospital Ball Sponsorship	370	-	-	370
Just Giving	776	-	-	776
Light & Heat	336	-	-	336
Sub total (Gross income for AR)	6,330	13,737	-	20,067
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	6,330	13,737	-	20,067
A3 Payments				
Rates	481	-	-	481
Light & Heat	2,489	-	-	2,489
Insurance	588	-	-	588
Repairs & Maintenance	73	-	-	73
Telephone	399	-	-	399
Postage & Stationery	44	-	-	44
Sundry	12	-	-	12
Subscriptions	50	-	-	50
Licences	1,007	-	-	1,007
Accountancy Fees	720	-	-	720
Website Hosting	26	-	-	26
Fundraising Events	300	-	-	300
Music	-	-	-	-
Key Card Deposit	-	-	-	-
Just Giving Fee	144	-	-	144
Studio Refurb	-	16,475	-	16,475
Covid Secure	80	-	-	80
Sub total	6,413	16,475	-	22,888
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	6,413	16,475	-	22,888
Net of receipts/(payments)	- 83	- 2,738	-	- 2,821
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	22,019	-	-	22,019
Cash funds this year end	21,936	- 2,738	-	19,198

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Premium Bond	1	-
	Bank current account	19,197	-
		-	-
	Total cash funds	19,198	-
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B2 Other monetary assets		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Details	Fund to which asset belongs	Cost (optional)
B3 Investment assets			-
			-
			-
			-
			-

	Details	Fund to which asset belongs	Cost (optional)
B4 Assets retained for the charity's own use	Studio	Unrestricted funds	-
	Studio Equipment	Unrestricted funds	-
	Records & CD's	Unrestricted funds	-
			-
			-
			-
			-
			-
			-

	Details	Fund to which liability relates	Amount due (optional)
B5 Liabilities	Key Deposits	Unrestricted	641
			-
			-
			-
			-

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

CC16a

Last year

to the nearest £

2,825
1,650
700
25
182
5,303
23
9
4
-
-
-
10,721

-
-

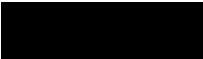
10,721

444
2,743
569
28
706
91
4
50
1,110
720
24
298
36
32
-
-
-
6,855

-

6,855

3,866
-
18,153
22,019



**Endowment
funds**

to nearest £

-
-
-
-

OK

**Endowment
funds**

to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-
-
-
-
-

**When due
(optional)**

Date of
approval
