



Trustees' Annual Report for the period

From

Period start date

To

Period end date

1
May
2021

31
May
2022

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 and we have 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 continued to cause us problems this year. Most recently things have started to improve. We have an improved ventilation system in the studios now, which means we could re-assess any future Covid arrangements at the station, plus also begin wider training again.
- We now have the ability to broadcast from any location using Myriad Anywhere. At the time of writing this we now have started to train new presenters using this equipment. It gives flexibility, equality and a chance to move with the real world moving forward too.
- 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.
- 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! We also welcomed York Roast Co in sponsoring the new look breakfast show with Stephanie Leighton-Miles. Future sponsorship will be a challenge and we must be ready to work with new potential sponsors as a way of sourcing funding.
- My thanks to the committee of trustees for their continued hard work and support this year. Special thanks to James Hudson, standing down as Secretary. He has done a sterling job keeping the minutes up to date and liaising with the Charity Commission.
- The return of outside broadcasts has begun. It has been great to see the return of a range of broadcasts. My thanks to all the team involved in making these happen and the editing of the work too.
- York Hospital Radio Ball has continued to go from strength to strength. Our thoughts are with Dan Tait after the tragic loss of his wife earlier this year.
- York City commentary has been excellent this year. The playoffs were a must listen event and finally the team move to a new league and maybe a better chance of securing future promotions.
- Work has begun on the 60th birthday plans and this will be increasing at pace over the next 12 months. We'll be looking at all to be involved moving forward and playing their part.

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, £4000.00 (£3150 -2020)
 Donations £2203.00 (£400 -2020)
 Fundraising events £5905.00 (£14294 -2020)
 Subscriptions £715.00 (£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 the last 2 years has prevented any events. This year's figure has been made up mainly by 'appeals'

The annual 'Smile' magazine brings in a significant donation. The latest magazine has recently been delivered. Our 2022 donation is due shortly.

The fundraising income shows a decrease on last year this is due to the successful 'Studio Refurbishment Project' carried out in the previous year & the 'one-off' amounts as a result of this successful appeal.

Sponsorship income continues to grow and now makes a substantial percentage of our overall annual expenditure.

Expenditure has seen a small decrease in the year when the Studio Refurb figures are deducted out, as these are 'one off' costs. The benefits of reduced BT costs and a small decrease in electric and gas which we feel is attributed to more efficient technology after the studio refurb and the minimal use the Studio has had this year due to the Covid pandemic. We should not be affected immediately by the increase in gas & electricity as we took out a Fixed Gas tariff which runs until 29.12.23 & Electric fixed until 12.2.25, both at rates before the large increases seen.

Cash at the Bank at the Year end was £27,959. This compares to 2021 figure of £19,197. The Trustees are extremely satisfied with the figure, particularly bearing in mind the period we have been through as Charities continue to struggle financially.

There were a number of fundraising events planned for 2021 all were cancelled or postponed, except for the 2020 Yorkshire Marathon which finally took place in 2021. To mitigate the loss of income from such events we have increased income in other

areas, significant increases have come from programme sponsorship, donations, which were boosted by a donation from the Community Carol Concert, which did not take place in 2020, & Dan Tait has managed to grow the podcast 'York Hospital Ball' during this time & this gave us a new income stream through sponsorship and via the 'Just Giving' platform.

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

31/05/2022

Date



Receipts and payments accounts

For the period from	01.03.21	To	28.02.22
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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	2,203	-	-	2,203
Programme Sponsorship	4,000	-	-	4,000
Subscriptions	715	-	-	715
Key Card Deposits	-	-	-	-
Recording	-	-	-	-
Fundraising Events	4,905	1,000	-	5,905
Telephone	-	-	-	-
Postage & Stationery	-	-	-	-
Sundry	9	-	-	9
Hospital Ball Sponsorship	415	-	-	415
Just Giving	1,470	-	-	1,470
Text to Donate	85	-	-	85
Light & Heat	756	-	-	756
Sub total (Gross income for AR)	14,558	1,000	-	15,558
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	14,558	1,000	-	15,558
A3 Payments				
Council Tax	481	-	-	481
Light & Heat	2,221	-	-	2,221
Insurance	570	-	-	570
Repairs & Maintenance	65	-	-	65
Telephone	133	-	-	133
Postage & Stationery	75	-	-	75
Sundry	9	-	-	9
Subscriptions	50	-	-	50
Licences	1,218	-	-	1,218
Accountancy Fees	-	-	-	-
Website Hosting	29	-	-	29
Fundraising Events	-	-	-	-
Music	-	-	-	-
Key Card Deposit	25	-	-	25
Just Giving Fee	216	-	-	216
Studio Refurb	-	1,630	-	1,630
Covid Secure	63	-	-	63
Bank Charges	11	-	-	11
Sub total	5,166	1,630	-	6,796
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	5,166	1,630	-	6,796
Net of receipts/(payments)	9,392	- 630	-	8,762
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	19,197	-	-	19,197

Cash funds this year end	28,589	- 630	-	27,959
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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	27,959	-
		-	-
	Total cash funds	27,960	-
	(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
	Ian Clennan
	Philip Bowers

CC16a

Last year

to the nearest £

400
3,150
700
25
-
14,294
-
-
15
370
776
336
20,066

-
-

20,066

481
2,489
588
73
399
44
12
50
1,007
720
26
300
-
-
144
16,475
80
-
22,888

-

22,888

- 2,822
-
22,019



**Endowment
funds**

to nearest £

-
-
-
-

OK

**Endowment
funds**

to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-
-
-
-
-

**When due
(optional)**

Date of
approval
