



Trustees' Annual Report for the period

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

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

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)
1	Ian Clennan	Chairman		Members
2	Phil Bowers	Treasurer		Members
3	VACANT	Secretary		Members
4	James Gavigan	Membership		Members
5	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	Address
N/A		

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

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 LNER Community Stadium

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.
- We now have the ability to broadcast from any location using Myriad Anywhere. This will be a future training route and may allow us to bring in a more diverse range of presenters. Due to the set up of the station it may not always be easy to remote broadcast. However, this will keep the station viable in the longer term.
- I have been grateful to the presenters who have turned their hand to presenting or in fact started presenting from home. My thanks to those presenters who continue to come into the studio, as well as those who turned their hand to remote voicetracking. This allows us to effectively be live from 10am until midnight most days.
- Sponsors continue to provide much needed funds for our organisation. There was continued support from the Health Trust, York Gin, Minster Grange, Elcocks, Miller Food Services, Rainbow International, Carefound Home Care, York Roast Co and Streamline. Future sponsorship will always be a challenge, but we must be open to what is and isn't achievable. Using the membership and their connections will be the most effective way of fund generation.
- My thanks to the committee of trustees for their continued hard work and support this year. As an organisation we are at risk in terms of the longer-term future. This is due to the lack of interest in becoming trustees. We need a Secretary and have scope for further development roles if needed. We need to find people who are willing to take on this role to ensure good succession planning and also bring in new ideas to the station management too.
- Outside broadcasts have continued this year. Limited in number, and maybe more limited moving forward due to broadcasting permissions and limitations. However, 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. The money generated and the interest has been high.
- York City commentary has been excellent this year. Providing the commentary for home games for the National League has been a huge step forward. This will change the listenership of the station and we must do more to improve sponsor opportunities and also connect more aspects within this new listener opportunity.
- This time next year we will be in the 60th birthday zone. There is a lot to do and a small group helping to steer this. If you have any ideas or want to get involved, please let Phil Bewers know.
- My thanks and welcome to Stevie George, who has joined as a new presenter this year. Stevie has quickly become part of the team and presented numerous special programmes too.
- The music database has been re-designed and future proofed to remove some of the items that were relevant in 2001, but are no longer relevant. This means anyone programming the station in the future will find it easier to understand than the crazy model, that was developed at a time when radio station programming wasn't quite the norm, in terms of computers.

Section E

Financial review

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, £2550.00 (£4000 -2021)
Donations £2366.00 (£2203 -2021)
Fundraising events £6228.00 (£5905 -2021)
Subscriptions £665.00 (£715 -2021)

The aim is to organise at least one major fundraising event each year. It relies on Members taking some responsibility to organise these events. With the easing of Covid restrictions this has allowed us to put on a Quiz for the first time in 3 years raising just under £1,000.

The annual 'Smile' magazine brings in a significant donation. The Hospital Ball Podcast also is now bringing in a significant amount, each time Dan Tait releases another series.

York's Annual Community Carol Concert is also a significant donation and this year was £1,000.00.

The fundraising income shows an increase although part of this (£2750) is ring-fenced for the creation of a new website.

Sponsorship income continues to be a lifeline. The figure, although lower is due to money been received on the wrong side of the financial year close off, skewing the figure for this financial year.

Expenditure has seen an increase in the year this can be attributed partly to repairs of Studios, as the equipment ages inevitably we will have to repair and renew, just to keep everything working. This has been the case this year. We have not been affected 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. We will have to face a gas increase later this year as this fixed deal runs out.

Cash at the Bank at the Year end was £32,996.00 This compares to 2021 figure of £27,959. The Trustees are extremely satisfied with the figure.

Section F

Other optional information

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

Signed on behalf of the charity's trustees

Signature(s)	Ian Clennan	
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Full name(s)	Ian Clennan	
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Position (eg Secretary, Chair, etc)	Chair	
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Date	31/05/2023
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CHARITY COMMISSION
FOR ENGLAND AND WALES

York Hospital Radio

1172587

Receipts and payments accounts

CC16a

For the period
from

01.03.22

To

28.02.23

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations	2,366	-	-	2,366	2,203
Programme Sponsorship	2,550	-	-	2,550	4,000
Subscriptions	665	-	-	665	715
Key Card Deposits	-	-	-	-	-
Recording	-	-	-	-	-
Fundraising Events	3,478	2,750	-	6,228	5,905
Telephone	-	-	-	-	-
Postage & Stationery	-	-	-	-	-
Sundry	-	-	-	-	9
Hospital Ball Sponsorship	100	-	-	100	415
Just Giving	706	-	-	706	1,470
Text to Donate	-	-	-	-	85
Clothing sales	15	-	-	15	-
Light & Heat	1,124	-	-	1,124	756
Sub total (Gross income for AR)	11,004	2,750	-	13,754	15,558
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	11,004	2,750	-	13,754	15,558
A3 Payments					
Council Tax	481	-	-	481	481
Light & Heat	2,656	-	-	2,656	2,221
Insurance	605	-	-	605	570
Repairs & Maintenance	1,146	-	-	1,146	65
Telephone	361	-	-	361	133
Postage & Stationery	124	-	-	124	75
Sundry	-	-	-	-	9
Subscriptions	50	-	-	50	50
Licences	1,590	-	-	1,590	1,218
Accountancy Fees	-	-	-	-	-
Website Hosting	152	-	-	152	29
Fundraising Events	874	-	-	874	-
Music	396	-	-	396	-
Key Card Deposit	-	-	-	-	25
Just Giving Fee	216	-	-	216	216
Studio Refurb	-	-	-	-	1,630
Covid Secure	-	-	-	-	63
Bank Charges	65	-	-	65	11
Sub total	8,716	-	-	8,716	6,796
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	8,716	-	-	8,716	6,796
Net of receipts/(payments)	2,288	2,750	-	5,038	8,762
A5 Transfers between funds	-	-	-	-	-

A6 Cash funds last year end	27,959	-	-	27,959	19,197
Cash funds this year end	30,247	2,750	-	32,997	27,959

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Premium Bond	1	-	-
	Bank current account	32,996	-	-
		-	-	-
	Total cash funds	32,997	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
B2 Other monetary assets	Details	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Studio	Unrestricted funds	-	-
	Studio Equipment	Unrestricted funds	-	-
	Records & CD's	Unrestricted funds	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Key Deposits	Unrestricted	641	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Ian Clennan		
		Philip Bowers		