



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	May	2024		31	May	2025

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	Chair		Members
2	Phil Bowers	Treasurer		Members
3	Jonathan Brookes	Secretary/Fundraising		Members
4	James Gavigan	Membership		Members
5	Steve Eccles	Public Relations		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.
- The Spark playout system was turned off during the year. However, being on DAB has enabled us to continue to broadcast. This has meant we have been on the back foot in terms of future broadcasting options. These are explained later in the document, but we not necessarily planned due to the unannounced switch off of Wifi Spark.

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 on DAB, online and can 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:
 - Joseph Rowntree Theatre
 - York Theatre Royal
 - York Minster
 - York Barbican
 - 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. Fundraising and sponsorship have continued to become a challenge. Monies raised are increasing, however, so are costs. We need to find other ways to generate income/raise the profile of the station too.

Summary of the main achievements of the charity during the year

- York Hospital Radio continues to broadcast. Many hospital stations are closing down and the turning off of the bedside radio system could have marked our end. However, we are now on DAB and have plans to increase our profile in all the trust hospitals, not just York.
- Launch of new podcast series YHR Meets...interviews with a wide range of guests. The following for these is increasing, and has allowed us to generate positive PR
- New posters produced and distributed around NHS Trust to promote ways of listening to the station
- Several members reaching 50 years of service allowed further positive PR
- The organisation has been added to several local media lists, allowing us to receive more press releases and media info, and thus generate more interviews and output
- We have restored closer working relationships with The Friends of York Hospitals, again creating more interview opportunities, and better access into the hospital.
- I have been grateful to the presenters who have turned their hand to presenting or in fact started presenting from home. We have welcomed more new presenters in the last year than in any other 12 month period for a number of years. We now have a more full schedule. It would be nice to have breakfast with a presenter and this should be our goal moving forward.
- Sponsors continue to provide much needed funds for our organisation. There was continued support from the Health Trust, Towergate Locksmiths, , Miller Food Services, Rainbow International, Carefound Home Care, York Roast Co, Dementia Forward, Home Instead, The Hall Care Home 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. These risks can be in seen in two categories, lack of people wanting to work alongside trustees to learn about their roles and also a few people doing the work of many.
- Outside broadcasts have continued this year. My thanks to all the team involved in making these happen and the editing of the work too.
- York City commentary has been excellent this year. Providing the commentary for home games for the National League has been a huge step forward. Thanks to Dan Tait, who is stepping down from his commentary role.
- The music output has been tweaked again this year to ensure that we play a balance of recognisable music, on a rotation that puts us up against our nearest competitors.

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, £4350.00 (£2850 -2023/4)
 Donations £6604.00 (£1813 -2023/4)
 Fundraising events £3596.00 (£1628 -2023/4)
 Subscriptions £1045.00 (£789 -2023/4)

It is always one of the Trustees key targets to have at least one major fundraising event each year. It relies on Members taking some responsibility to organise these events. This years figures do include an Annual Quiz which took place in September 2024.

We were very fortunate this year to be the recipients of two major events organised externally to the organisation which both brought in significant sums. The York City Past Players Golf Day and York's Community Carol Concert. These figures are shown under the 'Donations' heading in the accounts. Special thanks must go to Mr.Graham Bradbury who was instrumental in both of these events. £5,000.00 came from these 2 events.

The Hospital Ball Podcast with Dan Tait is responsible for much of the 'Just Giving' figure. Each time a new series launches we see a spike in donations. Sponsorship of these podcasts has seen a doubling this year.

Sponsorship income continues to be a lifeline. The figure although higher than last year is partly due to the timing of monies been received and is not fully reflective of an increase in Sponsors, although we have had an increase. This aspect continues to be a challenge. We must continue to work hard to maintain and increase those organisations who see the benefits of been with us. Disappointingly we have not yet seen an increase so far as a result of us going on to DAB+. We hope this will improve, to at least cover the costs of launching on DAB (Approx £4.5k).

Expenditure has seen an increase in the year. Whilst our general day to day expenses have not risen and in some cases fallen. The significant increase can be attributed to 1 major item, the decision we made to go on to the DAB+ platform via the York Multiplex has driven up our licencing costs significantly, PPL/PRS and the fee charged by the Multiplex provider the main items of cost. Our energy costs we continue to monitor and try to get the best fixed deals that are available. We have also changed our landline this year away from BT on to a fully digital system, allowing more flexibility & producing cost savings going forward, although we have had some set up costs during this year.

Cash at the Bank at the Year end was £37,742 This compares to 2023/4 figure of £33,527. The Trustees are satisfied with the figure. We took the

decision this year to place some funds in to an interest paying account and you will see this is showing as 'Virgin Money Account' with interest over the 3 months to the Year End since opening of £98.00.

Section F

Other optional information

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

Date

31/05/2025



Receipts and payments accounts

CC16a

For the period
from

01.03.24

To

28.02.25

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 £	Last year to the nearest £
A1 Receipts					
Donations	-	-	-	-	1,813
Programme Sponsorship	-	-	-	-	2,850
Subscriptions	-	-	-	-	789
60th Dinner	-	-	-	-	3,602
Key Card Deposits	-	-	-	-	50
Fundraising Events	-	-	-	-	1,628
Telephone	-	-	-	-	-
Postage & Stationary	-	-	-	-	-
Sundry	-	-	-	-	-
Hospital Ball Sponsorship	-	-	-	-	200
Just Giving	-	-	-	-	970
Text to Donate	-	-	-	-	5
Clothing Sales	-	-	-	-	-
Light & Heat (refund).	-	-	-	-	370
	-	-	-	-	-
Sub total (Gross income for AR)	-	-	-	-	12,277
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	-	-	-	-	12,277
A3 Payments					
Council Tax	-	-	-	-	509
Light & Heat	-	-	-	-	1,889
Insurance	-	-	-	-	582
Repairs & Maintenance	-	-	-	-	915
Telephone	-	-	-	-	447
Postage & Stationary	-	-	-	-	92
Sundry	-	-	-	-	89
Subscriptions	-	-	-	-	50
Licences	-	-	-	-	2,036
Accountancy Fee	-	-	-	-	180
Fundraising Events	-	-	-	-	-
Music	-	-	-	-	-
Key Card deposit Returns	-	-	-	-	-
Just Giving Fee	-	-	-	-	216
Studio Refurb	-	-	-	-	-
60th Dinner	-	-	-	-	2,336
New Jingle Package	-	-	-	-	2,340
Corporate Clothing	-	-	-	-	-
Phone & Website Development	-	-	-	-	-
Bank Charges	-	-	-	-	66
	-	-	-	-	-
Sub total	-	-	-	-	11,747
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	-	-	-	-	11,747

<i>Net of receipts/(payments)</i>	-	-	-	-	530
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<i>Cash funds this year end</i>	-	-	-	-	530

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		-	-	-
		-	-	-
		-	-	-
	Total cash funds	-	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	