



West Kent Community Radio

A Charitable Incorporated Organisation (CIO)

Charity Number: 1180738

Companies House: CE 015639 registered externally as 1180738

Address: 126 London Road, Southborough, Tunbridge Wells TN4 0PL

Annual Report and Financial Statements

Year Ended 31 March 2024

Report of the Trustees for the year ending 31 March 2024

The Trustees are pleased to present their annual report and financial statement for the charity to 31 March 2024. Having been granted a licence by Ofcom to operate a community radio station for the Tonbridge & Tunbridge Wells area in March 2020 on FM, the service was launched in October 2021.

Our finances for the 12 months covered by this report have really been split into two halves, as we started the year coming to the end of the period in which Ofcom had covered the cost of employing a Sales Executive and Grant Finder. In the second half of the year, we had success with agency Space Marketing bring in a steady supply of advertisers and some success in renewing and maintaining existing relationships with sponsors.

Following a successful application with Ofcom to review our transmitter outputs, we were able to increase the power and adding a third transmitter to improve the reception within our coverage area. The additional transmitter was installed in Tonbridge and came into use in December 2023.

Issues with damp in the studios at 1B Camden Road had hampered our programming, with several presenters deciding to do shows remotely due to the poor air conditions in the studio. So, during the 12 months this report covers we successfully moved into new premises in London Road, Southborough.

The Trustees would like to acknowledge the continued support of the volunteer members, who produced and presented their shows throughout the year and to the various teams who managed or co-ordinated other activities including training, engineering and technical support. The charity remained in a healthy state financially managing to cover the costs of running the service and undertake projects to improve its future, this is expected to include launching the service on SS-DAB by late 2025 following a successful licence application.

Name Chris Manser.....
Position Acting Treasurer.....
Date: 08/01/2025.....



Reference and administration details

West Kent Community Radio, of 126 London Road, Southborough, Tunbridge Wells TN4 0PL is registered with the Charity Commissioners (Charitable Incorporated Organisation 1180738). The charity is administered by a board of Trustees.

In the period covered by this report, the following Trustees were in office: Chris Manser, Jason Sonance, Dominic Cole and Lesley Wooders with Adam Howe as an appointed Trustee.

Structure, governance, and management

The charity is governed by a constitution dated 16 November 2018 as amended 25 January 2021. Trustees are elected by the membership at General Meetings for renewable terms or appointed by the Trustees for a fixed term, in accordance with the constitution.

Objectives and activities

The Charity was established in November 2018 in order to:

- apply to Ofcom for a Community Radio licence for the areas of Tonbridge and Tunbridge Wells.
- operate the Community Radio licence if and when it was granted.

The objects of the Charity are:

(1) the relief of sickness, poor health and old age amongst people living in Tunbridge Wells, Tonbridge, Pembury, Sevenoaks and surrounding areas of West Kent 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 mental and physical health by (mainly, but not exclusively) the means of broadcasting health education messages to people living in Tunbridge Wells, Tonbridge, Pembury, Sevenoaks, and surrounding areas of West Kent, using FM radio, digital radio, online and through social media.

Financial review

The charity had a reasonably successful year and remains on a stable footing financially with funds to cover the running of the charity and fund some projects to help build a secure and successful future.

These accounts were approved by the board of trustees on 8 January 2025

and signed on their behalf by

Name Chris Manser.....

Position. Acting Treasurer.....

A handwritten signature in dark ink, appearing to read 'C. Manser', written over a horizontal line.

West Kent Community Radio
Financial Statement for the year to 31 March 2024

Accounts Summary Financial Year 2023-24		
Current account		
Transaction Type	Revenue	Expenditure
Donations Received: From Members	£556.00	£0.00
Donations Received: From Others	£1000.00	£0.00
Equipment Purchase including Transmitter	£0.00	£7869.61
Fundraising: Amazon Smile	£21.56	£0.00
Fundraising: Easyfundraising	£86.64	£0.00
Fundraising: Event Income	£490.00	£0.00
Fundraising: Text Giving (Donr)	£2.85	£0.00
Fundraising: Tw Lotto	£324.50	£0.00
Grants: Restricted	£7401.00	£0.00
HMRC: Employee Tax & NI	£0.00	£1549.60
HMRC: Vat Rebate	£2054.45	£182.92
Licenses: Broadcast Radio	£0.00	£3201.83
Licenses: Ofcom Broadcast	£0.00	£850.00
Licenses: PRS/PPL	£0.00	£3570.48
Licenses: INRIX / SKY News	£0.00	£1020.00
Membership: Membership Fees	£1840.00	£40.00
Operating Costs: Equipment Maintenance	£0.00	£205.98
Operating Costs: Telecommunications	£0.00	£2493.94
Operating Costs: Website	£0.00	£1421.08
Other Expenditure: Miscellaneous Payments	£0.00	£130.55
Other Expenditure: Venue Hire	£0.00	£276.00
Other Income: Bank Interest Received	£260.54	£0.00
Premises: Energy	£44.97	£778.33
Premises: Insurance	£46.51	£1648.45
Premises: Rent	£0.00	£5500.00
Premises: Water	£31.51	£69.97
Professional Associations: HBA & CMA	£0.00	£166.00
Sales: Advert Production Costs	£0.00	£960.00
Sales: Advertising Sales	£8377.69	£0.00
Sales: Sponsorship Sales	£3512.00	£0.00
Staffing Costs: Pensions	£24.20	£121.35
Staffing Costs: Salaries	£0.00	£5366.09
Staffing Costs: Payroll Services	£0.00	£157.00
Totals 2023-24	£26,074.42	£37,579.18

Receipts	Unrestricted	Restricted	Total 2023/4	Total 2022/3
Grants & Donations				
Grants Received		£7,401.00	£7,401.00	£14,040.00
Donations	£1,556.00		£1,556.00	£2,039.00
Refunds & Rebates (Incl VAT)	£2,637.19	-	£2,637.19	£2,242.95
Sub-total - Grants & Donations	£4,193.19	£7,401.00	£11,594.19	£18,321.95
Activities to generate funds				
Membership Fees	£1,840.00		£1,840.00	£2,340.00
Fundraising & Events	£490.00		£490.00	£1,071.83
Advertising Income	£8,377.69		£8,377.69	£4,836.50
Merchandise				£20.00
Sponsorship	£3,512.00		£3,512.00	£3,356.00
Sub-total - Activities to generate funds	£14,219.69		£14,219.69	£11,624.33
Investment Income				
Bank Interest Earned	£260.54		£260.54	£118.17
Sub-total - Investment Income	£260.54		£260.54	£118.17
Total Receipts	£18,673.42	£7,401.00	£26,074.42	£30,064.45

Payments	Unrestricted	Restricted	Total 2023/4	Total 2022/3
Charitable Activities				
Equipment purchase	£7,869.61		£7,869.61	£1,378.60
Membership fee refunds	£40.00		£40.00	£40.00
Broadcast Operations	£4,121.00		£4,121.00	£3,617.86
HMRC	£1,732.52		£1,732.52	£1,174.20
Licenses	£8,642.31		£8,642.31	£4,076.37
Premises	£7,996.75		£7,996.75	£8,156.49
Professional Memberships	£166.00		£166.00	£50.00
Professional Services	£0		£0	£10.00
Staff costs - Pensions	£121.35		£121.35	£375.95
staff costs - Salaries	£5,366.09		£5,366.09	£8,905.28
Staff costs - Payroll Services	£157.00		£157.00	£170.20
Advertising production costs	£960.00		£960.00	£780.00
Other costs	£406.55		£406.55	£1,630.55
Total Expenditure	£37,579.18		£37,579.18	£30,365.50

Cash Funds - 31st Mar 2023	£3,966.40	£28,698.55	£32,664.95
Cash Funds - 31st Mar 2024	£5,755.06	£15,405.13	£21,160.19

Statement of assets and liabilities as 31 March 2024

Cash funds

	Unrestricted funds £	Restricted/Reserve funds £	Total funds 31 Mar 2024 £	Comparative 31 Mar 2023
Bank current account	5,755		5,755	3,966
Bank reserve account		15,405	15,405	28,698
			<u>21,160</u>	<u>32,664</u>

Notes to the accounts

Accounting policies

These accounts have been prepared on a receipts and payments basis in accordance with section 133 of the Charities Act 2011.

Capital expenditure is charged to the receipts and payments account for the year in which it is incurred.

Charitable funds

Restricted funds represent awards for specific projects. Unrestricted funds are available for any of the purposes of the charity.

Trustees' expenses and remuneration

No members of the trustees have received, or any person connected with them has received, or is due to receive, any remuneration or expenses for the year directly or indirectly from the charity's funds.

Restricted/Reserve funds

The funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes. Reserve funds are those that the trustees have reserved for specific purposes.

As at 31/03/2024

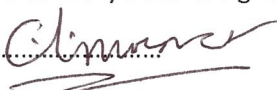
Project	Source	Balance	
Core Costs	Kent Community Foundation	£ 3,934.25	Restricted
Transmitter Upgrade	National Lottery	£ 670.88	Restricted
DAB Licence	Local Fundraising Ltd	£ 500.00	Restricted
Printer	KCC Members Grant	£ 300.00	Restricted
Hospital Radio T.Wells	Funds transferred on closure	£10,000.00	Reserve

Total restricted/reserve funds **£ 15,405.13**

Approved by the Board of Trustees on 8 January 2025 & signed on its behalf by

Name

Chris Manser.....



Position Acting Treasurer.....

West Kent Community Radio

Financial Statements for the year ended 31 March 2024

Independent Examiner's Report to the Trustees of West Kent Community Radio

I report on the Financial Statements for the year ended 31 March 2024, which are set out on pages 4 to 6.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- state whether any particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

44 Church Lane
East Peckham
Tonbridge
Kent
TN12 5JH

Date:

Elizabeth Seal
Accountant (retired)



6/1/25