

BEDFORDSHIRE HEALTH RADIO

England & Wales · Charity number 1187406

Details

Other names B.H.R., H.R.B., HOSPITAL RADIO BEDFORD

Status Registered

Legal form CIO

Registered 2020-01-16

Register [View on the Charity Commission register](#)

Contact

Address Bedford Hospital NHS Trust
South Wing
Kempston Road
Bedford
MK42 9DJ

Phone 01234792020

Email Info@hospitalradiobedford.org.uk

Website www.hospitalradiobedford.org.uk

Activities

Objects: 2.1 THE RELIEF OF SICKNESS, POOR HEALTH AND OLD AGE AMONGST PEOPLE LIVING IN BEDFORD BOROUGH BY PROVIDING A LOCAL BROADCASTING SERVICE FOR HOSPITALS, RESIDENTIAL HOMES AND SIMILAR INSTITUTIONS AND FOR PATIENTS RECEIVING COMMUNITY CARE; AND 2.2 THE ADVANCEMENT OF HEALTH AND PREVENTION OR RELIEF OF SICKNESS FOR THE PUBLIC BENEFIT THROUGH THE PROMOTION OF THE BENEFIT OF LIVING A HEALTHY LIFESTYLE AND THE IMPORTANCE OF MAINTAINING GOOD PERSONAL MENTAL HEALTH BY (MAINLY, BUT NOT EXCLUSIVELY) THE MEANS OF BROADCASTING HEALTH EDUCATION MESSAGES TO PEOPLE LIVING IN BEDFORDSHIRE.

Activities: Health and wellbeing broadcaster serving Bedford hospitals and residents in Bedford Borough and Central Bedfordshire.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** The Advancement Of Health Or Saving Of Lives
- **Who:** The General Public/mankind

Geography

- Bedford
- Central Bedfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£7,810	£3,159	-	-
2024-03-31	£3,731	£5,414	-	-
2023-03-31	£1,859	£3,219	-	-
2022-03-31	£14,642	£12,130	-	-
2021-03-31	£4,180	£4,883	-	-

Trustees

Name	Role	Appointed
Chris Jones		2023-04-20
Mark Kiteley		2024-12-01
Tom McGrath		2023-04-20

BEDFORDSHIRE HEALTH RADIO

England & Wales - Charity number 1187406

Accounts



Trustees' Annual Report for the period

From 01/04/2024 - Period start date To 31/03/2025 - Period end date

Charity name: Bedfordshire Health Radio

Charity registration number: 1187406

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	(1) the relief of loneliness, sickness, poor health and old age amongst people living in Bedfordshire by providing a local broadcasting service for hospitals, residential homes and similar institutions, and for patients receiving community care. (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 Bedfordshire.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision of a Hospital Radio Station broadcasting to Bedford Hospital and Luton & Dunstable Hospital.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We do not provide grants
Policy on social investment including program related investment	Para 1.38	N/A

Contribution made by volunteers	Para 1.38	The charity is run entirely by volunteers who contribute to the administration of the charity and the broadcasting output of the hospital radio station
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Bedfordshire Health Radio broadcasts 24 hours a day 365 days a year with a mixture of live and prerecorded programs. Volunteers also visit wards to collect requests and dedications to play out during request shows.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Progress is being made on the provision of listening devices to loan to patients, and the project to broadcast on DAB.
Performance of fundraising activities against objectives set	Para 1.41	The charity has achieved higher income than expenditure through successfully delivering it's fundraising programme.
Investment performance against objectives	Para 1.41	N/A
Other		

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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	See statement of accounts
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity aims to hold a minimum of one years running costs at the end of each financial year
Amount of reserves held	Para 1.22	Variable
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Members Subscriptions Donations
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	The continuing difficult economic climate makes donations harder to achieve. The charity also relies upon a significant number of enthusiastic volunteers to continue.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Min 3 Max 6 Elected by members at AGM Max 3 Invited Trustees based on expertise.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Trustees and Committee
Relationship with any related parties	Para 1.51	NHS Voluntary Services
Other		

Reference and Administrative details

Charity name	Bedfordshire Health Radio
Other name the charity uses	Hospital Radio Bedford
Registered charity number	1187406
Charity's principal address	Bedford Hospital (South Wing) Kempston Road Bedford MK42 (DJ)

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	Chris Jones	Chair		Membership
2	Tom McGrath			Membership
3	Mark Kiteley	Deputy Chair		Membership
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information



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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Christopher Jones	Geoffrey Clark
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Position (eg Secretary,
Chair, etc)

Chair	Treasurer
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Date

31/03/2025

Bedfordshire Health Radio

INCOME AND EXPENDITURE ACCOUNT APRIL 2024 – MARCH 2025

2023-2024 £	INCOME	2024-2025 £
£1 164 50	SUBSCRIPTIONS	£1 837 50
£2 458 64	DONATIONS	£4 273 09
£0 00	FUND RAISING	£0 00
-	GRANTS/GIFT AID	£1 456 31
	MISCELLANEOUS	£108 00
£107 62	BANK INTEREST	£134 88
<hr/>		<hr/>
3 730 76	TOTAL INCOME	7 809 78
£5 414 06	LESS EXPENDITURE	£3 159 17
<hr/>		<hr/>
-£1 683 30	EXCESS OF EXPENDITURE OVER INCOME	£4 650 61
 SUMMARY OF EQUIPMENT 		
£8 220 26	BALANCE B/F	£8 460 64
£2 355 54	CAPITAL PURCHASES	£440 89
<hr/>		<hr/>
£10 575 80		£8 901 53
£2 115 16	LESS 20% DEPRECIATION	£1 780 31
<hr/>		<hr/>
£8 460 64	TOTAL VALUE EQUIPMENT AT 31/03/2025	£7 121 22

Bedfordshire Health Radio

Expenditure and Bank Reconciliation 2024 - 2025

2023-2024	EXPENDITURE	2024-2025
£		£
£2 355 54	CAPITAL PURCHASES	£440 89
£153 61	PRINTING / STATIONARY	£21 69
£327 81	MISC. EXPENSES	£79 99
£52 48	REPAIRS / RENEWALS	£160 71
£2 464 62	LICENCES / INSURANCES	£2 395 89
£60 00	BANK CHARGES	£60 00
<hr/>		<hr/>
£5 414 06	TOTAL EXPENDITURE	£3 159 17

BANK RECONCILIATION 2024/5

£	£	£	
BANK RECEIPTS	£7 809 78	BANK PAYMENTS	£3 159 17
OPENING C/A ACCOUNT	£71 79	CLOSING CURRENT	£140 48
OPENING D/A ACCOUNT	£3 603 57	CLOSING DEPOSIT	£8 185 49
<hr/>		<hr/>	
	£11 485 14		£11 485 14

Bedfordshire Health Radio

BALANCE SHEET AT 31 MARCH 2025

2023-2024		2024-2025
£		£
	GENERAL FUND	
£13 578 92	BROUGHT FORWARD	£12 136 00
£2 355 54	CAPITAL PURCHASES	£440 89
-£1 683 30	EXCESS OF INCOME OVER EXPENDITURE	£4 650 61
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£14 251 16		£17 227 50
-£2 115 16	DEPRECIATION	-£1 780 31
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£12 136 00	TOTAL GENERAL FUND AS AT 31ST MARCH 2025	£15 447 19
	REPRESENTED BY	
	BANK ACCOUNTS	
£71 79	Current Account	£140 48
£3 603 57	Deposit Account	£8 185 49
£0 00	CASH IN HAND	£0 00
£8 460 64	EQUIPMENT AT BOOK VALUE	£7 121 22
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£12 136 00		£15 447 19

BEDFORDSHIRE HEALTH RADIO

England & Wales - Charity number 1187406

Accounts



Trustees' Annual Report for the period

From 01/04/2023 - Period start date To 31/03/2024 - Period end date

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Charity registration number: 1187406

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	SORP reference	
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Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision of a Hospital Radio Station broadcasting to Bedford Hospital
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes

Additional information (optional)

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Policy on social investment including program related investment	Para 1.38	N/A

Contribution made by volunteers	Para 1.38	The charity is run entirely by volunteers who contribute to the administration of the charity and the broadcasting output of the hospital radio station
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Bedfordshire Health Radio under the broadcast face of "Hospital Radio Bedford" broadcasts 24 hours a day 365 days a year with a mixture of live and prerecorded programs. Volunteers also visit wards to collect requests and dedications to play out during request shows.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Progress is being made on the provision of listening devices to loan to patients.
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	N/A
Other		

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Amount of reserves held	Para 1.22	Variable
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

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A description of the principal risks facing the charity	Para 1.46	
Other		

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Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Min 3 Max 6 Elected by members at AGM Max 3 Invited Trustees based on expertise.

Additional information (optional)

You may choose to include further statements where relevant about:

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The charity's organisational structure and any wider network with which the charity works	Para 1.51	Trustees and Committee
Relationship with any related parties	Para 1.51	NHS Voluntary Services
Other		

Reference and Administrative details

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Other name the charity uses	Hospital Radio Bedford
Registered charity number	1187406
Charity's principal address	Bedford Hospital (South Wing) Kempston Road Bedford MK42 (DJ)

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 Griffiths	Chair		Membership
2	Tom McGrath			Membership
3	Barry Tappenden	Secretary		Membership
4	Chris Jones	IT Manager		Membership
5	Geoff White	Membership Officer		Membership
6	Colin Mason			Trustees
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Christopher Jones	Geoffrey Clark
Position (eg Secretary, Chair, etc)	Trustee	Treasurer
Date	31/03/2024	

Bedfordshire Health Radio

INCOME AND EXPENDITURE ACCOUNT APRIL 2023 – MARCH 2024

2022-2023 £	INCOME	2023-2024 £
£1,392.00	SUBSCRIPTIONS	£1,164.50
£424.41	DONATIONS	£2,458.64
£0.00	FUND RAISING	£0.00
-	GRANTS/GIFT AID	-
£43.09	BANK INTEREST	£107.62
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1,859.50	TOTAL INCOME	3,730.76
£3,219.76	LESS EXPENDITURE	£5,414.06
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-£1,360.26	EXCESS OF EXPENDITURE OVER INCOME	-£1,683.30
 SUMMARY OF EQUIPMENT 		
£10,121.89	BALANCE B/F	£8,220.26
£153.44	CAPITAL PURCHASES	£2,355.54
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10,275.33		10,575.80
£2,055.07	LESS 20% DEPRECIATION	£2,115.16
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£8,220.26	TOTAL VALUE EQUIPMENT AT 31/03/2024	£8,460.64

Bedfordshire Health Radio

Expenditure and Bank Reconciliation 2023 - 2024

2022-2023	EXPENDITURE	2023-2024
£		£
£153.44	CAPITAL PURCHASES	£2,355.54
£0.00	PRINTING / STATIONARY	£153.61
£17.95	MISC. EXPENSES	£327.81
£139.57	REPAIRS / RENEWALS	£52.48
£2,836.80	LICENCES / INSURANCES	£2,464.62
£72.00	BANK CHARGES	£60.00
<hr/>		<hr/>
£3,219.76	TOTAL EXPENDITURE	£5,414.06

BANK RECONCILIATION 2023/4

£	£	£	
BANK RECEIPTS	£3,730.76	BANK PAYMENTS	£5,414.06
OPENING C/A ACCOUNT	£15.65	CLOSING CURRENT	£71.79
OPENING D/A ACCOUNT	£5,343.01	CLOSING DEPOSIT	£3,603.57
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	£9,089.42		£9,089.42

Bedfordshire Health Radio

BALANCE SHEET AT 31 MARCH 2024

2022-2023		2023-2024
£		£
	GENERAL FUND	
£16,840.81	BROUGHT FORWARD	£13,578.92
£153.44	CAPITAL PURCHASES	£2,355.54
-£1,360.26	EXCESS OF INCOME OVER EXPENDITURE	-£1,683.30
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£15,633.99		£14,251.16
-£2,055.07	DEPRECIATION	-£2,115.16
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£13,578.92	TOTAL GENERAL FUND AS AT 31ST MARCH 2024	£12,136.00
	REPRESENTED BY	
	BANK ACCOUNTS	
£15.65	Current Account	£71.79
£5,343.01	Deposit Account	£3,603.57
£0.00	CASH IN HAND	£0.00
£8,220.26	EQUIPMENT AT BOOK VALUE	£8,460.64
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£13,578.92		£12,136.00

BEDFORDSHIRE HEALTH RADIO

England & Wales - Charity number 1187406

Accounts



Bedfordshire Health Radio

Committee Meeting Minutes - Monday 26th September 2022

Invitees: Laura Taylor (LT) Chair, Geoff Clark (GC) Treasurer, Ronnie Stanley (RS) IT Engineer, Dan Kingston (DK) Programmes, Dave Hill (DH) Engineering, Andy Norbury (AH) Membership, Tom McGrath (TM) Training, Frank Palmer (FP), Tina Chenery (TC), Phil Edwards (PE), Colin Mason (CM) Trustee, Sue Conyers (SC) Secretary
Apologies : Andy Norbury, Tina Chenery

Location – Bedford Hospital Committee Room – 19.00 - 21.00hrs.

1. Committee chair appointed

2. Minutes from last meeting approved

3. Committee reports

BHR committee reports September 22

Chairperson

Following our period of national mourning we are back to our usual service. Thank you to all presenters who adapted their content and schedule, and special thanks to Barry for his OBIT material readily on hand for Tom when the time came, and Dan / Ronnie who managed the subsequent schedules. Respects were paid on behalf of the station.

I, like I'm sure many of you, are disappointed we have not yet fully opened our studio's post flood. I am sure this will be covered within the engineering report and discussed in the meeting.

Another disappointment has been the awarding on SSDAB to a bid we were not connected to. Post the announcement I made contact with their operations. They have not yet decided on a rate card (which will be available once they are ready to go live) and there will not be the same level of support available to cover the cost of a channel and additional licencing fees as there was with the other 2 bids. This is likely to mean that DAB will be cost prohibitive without a guaranteed source of income; however, we will need to wait until in2beats are ready to share their rate card to fully review.

Our efforts this year are concentrated on getting back to basics, with membership empowerment to drive our operations. Committee meetings should be used as a point of escalation for issues that cannot be resolved.

This requires members to actively participate in the running of the station. We are still falling short of volunteers participating in the activity needed.

Secretary

Nothing to report as such but lack of communication is very frustrating, just a simple acknowledgement of emails sent would be helpful please (I don't send that many!!), I know

we all lead very busy lives, but if I'm not doing something right, please let me know, don't all shout at once!! I know I'm as guilty as others sometimes. OK, rant over with.

Treasurer

Financial position as at 26/09/22

Current account - £22.20

Savings Account - £7068.67

Points to note/recent expenditure:

- CAF Bank have reduced their monthly fee to £5 pm
- Invoices paid for Internet, Hosting and Domain name £409.14
- Capital Exp for OB equipment (Table,Chairs,leads etc) £103.46

Cash flow:

You will see from the cash flow spreadsheet saved in teams that without further income we will be approx £1500 light against last year at the end of the financial year. I've made no account for costs associated with DAB at this stage. We are still holding the £1500 donation for Alexa's which may have to be returned if this doesn't go any further.

Other issues:

I collected an amount of equipment from Ian Griffiths mainly to create an OB kit for the two OB's I had agreed to organise in Sept. As can be seen from the capital expenditure we were reliant on Ian and Beat Route for many items to achieve a useable OB kit. I still had to utilise personal items such as microphones, so there is more work to do.

The asset register has been partially updated with information from Ian and the OB kit, there is some work to do on the balance of laptops we have. Home broadcasting equipment is to be recovered from Rory McGowan (Andy)

We still have outstanding Membership Subs from Ian McCartney, Simon Coombes, and Ben Sykes(Is he still a member?) Rory McGowan also did not pay.

OB's

We struggled to get support for the OB's on 10th and 24th Sept, Just Barry and me for the MRALGA event on 10th (plus CJ on Tech), personally I wouldn't do this one again.

The Tibbs dementia event last Saturday was better supported with Steve Spring, Dan Kingston, Sue Conyers and me, plus Dave on Tech. This was despite quite a lot of communication from me as organiser pre the event. There was some issues with the way the live music was organised and positioned, they brought their own PA so I have suggested that if we do it again we need to be separated, their output was not broadcastable. They also had to use our generator as they hadn't thought out where the power was going to come from, I did cheekily ask for a donation towards petrol.

Programmes

- **Potential new show:** Sue Conyers, show tunes; Tues 7-8pm
- Rory McGowan slot dropped – no longer member
 - Steve Spring now filling his old slot; Weds 5-7pm now open for potential live show
- Ran into problem with studio 2 PC while prepping to record with Steven Portman (26/08).
 - Playout PC keyboard wasn't working at all; rebooted once and still not working.
 - Switched with studio 1 keyboard, to no avail.
 - Rebooted again, fixed itself!
- Passing of Elizabeth II
 - Made arrangements with Ron re schedule – mellow jukebox and suitable music/content in live shows
 - Used Beat Route's feed for simulcast of funeral coverage (on 19/09)

- Was at TIBBS Memory Walk OB on Saturday (24/09) - assisted with (extra) broadcasting and packing up
 - Thanks to everyone who participated!
- Simon Allison not doing as many live shows as he was to begin with – getting messages from him hours before he's due on air asking me to put a recorded show on.

Training

Engineering

Studio 1

I have been waiting patiently for the Trust to make a decision regarding the air conditioning units in the studios. We (HRB) suggested that the drain pumps be replaced by a better version incorporating a tank with a float switch, and offered to do the work ourselves. The trust did not agree to us doing the work as they are responsible for the maintenance of the system and did not want third parties modifying it.

After various reminder emails and visits by maintenance staff and contractors, I was informed that work was to be done on Friday 23rd September, so I was down the studio that day.

The new system has been installed. It's not *exactly* what we asked for, in that the tank units are above the desk level (but off to the right-hand side). They are much easier to keep an eye on, not being in the ceiling void.

The drain pumps have been tested and all units are working OK. The temperature has been set to 23C and the remote controls removed – part of the problem is that setting them to “artic” (16C) causes the units to produce much more water and the pumps are overwhelmed.

Now that this has been done, I can start the process of installing and testing the new mixer for Studio 1 – I was not happy to start the installation until something was done about the air conditioning unit.

Other

Provided tech support and the PA system for the Tibbs Dementia Walk on 24th September, consisting of a pair of speakers, stands, PA mixer and amplifier. I used my own equipment for this, note that HRB has speakers, stands and mixers but as far as I know does not have an amplifier for such events.

Various items of OB gear have been tested for electrical safety; Geoff C will deposit the rest of the items from Ian G in the studios.

IT

Obtained 2 'NUC' computers for studios and a newer laptop for the 'Emergency' studio (donated – don't ask!). Working on configuring them to replace older units.

Membership

New Members:

We are currently in the early stages of processing the applications of 7 potential new members.

As such, on Wednesday 14th Sept I (Andy) had an informal meeting with 4 of these applicants at the hospital studios. The aim of this initial meeting was to brief them about HRB – what we do, how we do it and where we do it (including a tour of the studios) – and to discuss the application process in general.

I've adopted this informal meeting approach in the hope of putting prospective members at their ease whilst informing them of what they can expect of HRB and what the station will

expect of them, as well as getting a personal feel as to how serious they might be about joining us.

I think the meeting was successful in its aims and all those in attendance left asking me to email them an application pack. So far, however, I have only received one acknowledgement that an application form has been completed.

I will wait another week for any more responses before sending out low key enquiries as to the intentions of those who have not replied.

It is my intention to arrange another informal meeting in October for the 3 applicants who couldn't make September's meeting (and any others who may apply in the meantime).

The prospective member meeting in September did, however, throw up one or two issues that I've already mentioned in a previous email to committee, namely:

- **TRAINING** – Are we in a position to offer regular sessions tailored to fit in with full-time, 9-5 workers? Will we be training prospective members in Studio 2 (and on the 'old' equipment) bearing in mind that there could be a refit in the offing in which the 'old' equipment may be replaced?
- **THE STUDIOS** – Do we have a date for the refitting of the studios? It was slightly awkward showing prospective members around a studio complex in which only one is running without being able to assure them of a date when both will be fully functioning. With regard to recruitment, I'm concerned that we may slip behind other local stations (especially those gearing up to broadcast on DAB) who may be in an equal or better position than us when it comes to broadcasting facilities.

Departing Members:

Sadly, due to work commitments, Rory McGowan has decided against renewing his HRB membership. I've wished him well for the future, assured him that the door is always open at the station (should he look to return) and I've collected his Home Broadcasting Kit (ready for storing at the studios).

Meeting with Deborah Allman

On Wednesday 3rd August Frank and I had a meeting with Deborah Allman of Voluntary Services at her hospital office in the hope of gaining an understanding of how (if at all) HRB currently fits in with any plans the hospital and/or the Trust may have and whether Voluntary Services can assist in any way.

I cannot speak for Frank - I'm sure he will offer his own opinion – but I didn't leave the meeting with any great feeling of hope.

I felt I aired the frustrations (as diplomatically as possible) that many of us have at the station, especially regarding our lack of internal hospital promotion and the general lack of interaction with the Trust itself (NB: any mention of HRB is still absent from the hospital's own website). I expressed how I felt we had so much to offer the patients and the staff as a medium (or should that be media?) for promoting health and wellbeing, for entertaining and informing, even for acting as a 'mouthpiece' for the hospital administration – broadcasting ward and surgery information, for example. I mentioned how I felt it doubly frustrating that, to the best of my knowledge, HRB were not thought of (or approached) when launching bedside initiatives such as 'Boredom Busters'. I refrained from adding that it wouldn't have surprised me if the organisers of the initiative had had the following thought, 'Hmm, Boredom Busters - if only there was some way we could have specially tailored entertainment for patients that they could listen to in bed'.

Whilst Deborah seemed sympathetic to our cause, she didn't really offer any real solutions to our problems or give any indication that the current situation would change in any way. It was a little disheartening that towards the end of our meeting Deborah asked how the relaunch had gone. And when I quizzed her on what she meant, she informed me that she was under the impression that we had relaunched as Bedfordshire Health Radio. It had me wondering how she had jumped to this conclusion. I reassured her that we had not relaunched at all, that we were still very much Hospital Radio Bedford, but felt it somewhat indicative of the confusion that has frequently surrounded our use of separate names for 'trading' and 'administration'. How do we remedy this?

Recruitment

After tweaking the 'Join Us' page on the website (thanks to Geoff C for his help) an initial brief social media campaign (a Facebook advert) took place in June. Whether the recent spate of enquiries has resulted from this, I couldn't say. Largely because I neglected to ask those involved (note to self).

I will look to follow this up in the next few weeks with a little more social media activity. Is this something I do myself directly or is it something I pass on to Phil, our social media officer?

General:

I'd be grateful for an update on our SSDAB situation – whether we intend pursuing a broadcasting licence or not and, if we do, when.*

I think the fillip of broadcasting on SSDAB could see an increase in membership (or, at least, an increase in interest) especially from those wanting to present and broadcast themselves. I worry that remaining an online only radio station locally, at a time when a whole swathe of new, local DAB stations might crop up, will mean that we will end up fighting for an even smaller portion of the listenership pie (whether inside or outside the hospital) and that we might, at best, be perceived as having very little to offer fledgling broadcasters (or volunteers) or, at worse, being irrelevant (locally).

*I read Laura's meeting report after writing this and was disappointed to discover that we will, in all probability, not be looking to broadcast on SSDAB. I can only reiterate the above in response.

4. Matters carried over

- 4.1 Team Building – TC. LT to speak to Tina regarding this matter
- 4.2 Website/Social Media, PE not contacted anyone with progress of this.
- 4.3 Operation Blossom – covered in meeting reports
- 4.4 DK – Multibroadcast
- 4.5 River Festival, not involved with this year's festival
- 4.6 TM – Equipment left in Studio

5. New matters

5.1 To discuss DAB requirements and project plans

Interbeats, LT waiting to hear from them re their rate card. No help from them with our increased costs, Need to know what they will charge us. GC – Until we know costs involved, we cannot commit ourselves.

5.2 LT/GC - Lacking of help from members, some roles still not filled. If we wish to grow as a radio station, members need to make commitment to help out further. LT – Hospitals needs more patient support.

5.3 Another AGM/EGM/Members Gathering to be held to get members opinion on where/how they want BHR/HRB to continue.

OR

Trustees could close the BHR/HRB.

OR

Tell members that BHR/HRB will close at the end of the year. If BHR/HRB were to close all assets would go to another Hospital Radio or another charitable organisation as stated in the Constitution.

LT - To draft Agenda for Members Meeting

6. AOB

6.1 Membership, If subs not paid by end of month, programmes will be taken off air.

6.2 SC to check with AN/CJ on progress of new membership cards.

Date and venue of next meeting: Date of Members Gathering booked for Monday 24th October, Bedford Hospital Committee 19.00-21.00hrs.

No Committee date to be arranged until after Members Gathering.

Bedfordshire Health Radio

INCOME AND EXPENDITURE ACCOUNT APRIL 2022 – MARCH 2023

2021-2022 £	INCOME	2022-2023 £
£1,301.00	SUBSCRIPTIONS	£1,392.00
£2,320.81	DONATIONS	£424.41
£0.00	FUND RAISING	£0.00
11,019.80	GRANTS/GIFT AID	-
£0.85	BANK INTEREST	£43.09
14,642.46	TOTAL INCOME	1,859.50
£12,129.71	LESS EXPENDITURE	£3,219.76
£2,512.75	EXCESS OF EXPENDITURE OVER INCOME	-£1,360.26
SUMMARY OF EQUIPMENT		
£2,849.73	BALANCE B/F	£10,121.89
£9,802.63	CAPITAL PURCHASES	£153.44
12,652.36		10,275.33
£2,530.47	LESS 20% DEPRECIATION	£2,055.07
£10,121.89	TOTAL VALUE EQUIPMENT AT 31/03/2023	£8,220.26

Bedfordshire Health Radio

Expenditure and Bank Reconciliation 2022 - 2023

2021-2022	EXPENDITURE	2022-2023
£		£
£9,802.63	CAPITAL PURCHASES	£153.44
£138.62	PRINTING / STATIONARY	£0.00
£20.00	MISC. EXPENSES	£17.95
£525.00	REPAIRS / RENEWALS	£139.57
£1,547.46	LICENCES / INSURANCES	£2,836.80
£96.00	BANK CHARGES	£72.00
<hr/>		<hr/>
£12,129.71	TOTAL EXPENDITURE	£3,219.76

BANK RECONCILIATION 2022/3

£	£	£	
BANK RECEIPTS	£1,859.50	BANK PAYMENTS	£3,219.76
OPENING C/A ACCOUNT	£21.58	CLOSING CURRENT	£15.65
OPENING D/A ACCOUNT	£6,697.34	CLOSING DEPOSIT	£5,343.01
<hr/>		<hr/>	
	£8,578.42	£8,578.42	

Bedfordshire Health Radio

BALANCE SHEET AT 31 MARCH 2023

2021-2022		2022-2023
£	GENERAL FUND	£
£7,055.90	BROUGHT FORWARD	£16,840.81
£9,802.63	CAPITAL PURCHASES	£153.44
£2,512.75	EXCESS OF INCOME OVER EXPENDITURE	£1,360.26
<hr/>		<hr/>
£19,371.28		£15,633.99
£2,530.47	DEPRECIATION	£2,055.07
<hr/>		<hr/>
£16,840.81	TOTAL GENERAL FUND AS AT 31ST MARCH 2023	£13,578.92

REPRESENTED BY

	BANK ACCOUNTS	
£21.58	Current Account	£15.65
£6,697.34	Deposit Account	£5,343.01
£0.00	CASH IN HAND	£0.00
£10,121.89	EQUIPMENT AT BOOK VALUE	£8,220.26
<hr/>		<hr/>
£16,840.81		£13,578.92

BEDFORDSHIRE HEALTH RADIO

England & Wales - Charity number 1187406

Accounts

Trustees' Annual Report for the period

	Period start date	Period end date
From	1 st April 2021	31 st March 2022
	To	

Section A Reference and administration details

Charity name	Bedfordshire Health Radio
Other names charity is known by	Hospital Radio Bedford
Registered charity number (if any)	1187406
Charity's principal address	Bedford Hospital (South Wing) Kempston Road Bedford Postcode MK42 9DJ

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	L Taylor	Chair	Membership Vote
2	G Clark	Treasurer	Membership Vote
3	S Conyers	Trustee	Membership Vote
4	R Stanley	Trustee/IT Manager	Membership Vote
5	C Mason	Trustee/Advisor	Trustees
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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 Membership

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.

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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 Bedfordshire 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 Bedfordshire.

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)

Providing entertainment and information by means of radio broadcasts to patients and staff of Bedford Hospital and the wider community of Bedford Borough and Central Bedfordshire with an emphasis on health and wellbeing.
Content includes specialist interviews, news items as widely available on local news websites, Public Service Announcements as provided by the UK government and the NHS as well as a varied music content including requests for patients etc.
Bedfordshire Health Radio is a member of The Hospital Broadcasting Association and utilises guidance and some program output shared between members.

Additional details of objectives and activities (Optional information)

The organisation is run entirely by volunteers who during the pandemic have broadcast from their homes providing some 90 hours per week of live programs.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

As with many organisations BHR had to adapt to issues caused by the Covid-19 pandemic. Due to our studios being located within the hospital buildings we were denied access from March 2020 resulting in our technical staff having to design ways for our members to broadcast from home during the lockdowns. Home studio equipment was in some cases sourced by the charity and training performed online. This resulted in a significant increase in the number of hours "Live" broadcasts to the extent that we reached 90 plus hours per week of live content. During the lockdown period damage occurred to our studio complex resulting in the use of home broadcasting being extended. Our members are still unable to visit wards for request collection etc, relationships with activity co-ordinators within the hospital have been maintained allowing patients and friends and family to connect through the medium of radio.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity attempts to hold at least one years outgoings in reserve.

Details of any funds materially in deficit

N/A

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 relies on members subscriptions and donations for its income.

Section F Other optional information

[Empty box for 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)		
Full name(s)	Geoffrey Clark	
Position (eg Secretary, Chair, etc)	Trustee	
Date	14/11/2022	

Bedfordshire Health Radio

INCOME AND EXPENDITURE ACCOUNT APRIL 2021 - MARCH 2022

2020 - 2021 (15 Months)	INCOME	2021-2022
£		£
£1,251.00	SUBSCRIPTIONS	£1,301.00
£360.00	DONATIONS	£2,320.81
£352.88	FUND RAISING	
£2,213.28	GRANTS/GIFT AID	11,019.80
£3.10	BANK INTEREST	£0.85
<hr/>		<hr/>
£4,180.26	TOTAL INCOME	14,642.46
£4,882.77	LESS EXPENDITURE	£12,129.71
<hr/>		<hr/>
-£702.51	EXCESS OF EXPENDITURE OVER INCOME	£2,512.75

SUMMARY OF EQUIPMENT

£2,530.31	BALANCE B/F	£2,849.73
£1,031.85	CAPITAL PURCHASES	£9,802.63
<hr/>		<hr/>
£3,562.16		12,652.36
£712.43	LESS 20% DEPRECIATION	£2,530.47
<hr/>		<hr/>
£2,849.73	TOTAL VALUE EQUIPMENT AT 31/03/2022	###

Bedfordshire Health Radio

Expenditure and Bank Reconciliation 2021 - 2022

2020-2021 (15 Months) £	EXPENDITURE	2021-2022 £
£1,031.85	CAPITAL PURCHASES	£9,802.63
	PRINTING / STATIONARY	£138.62
£740.00	MISC. EXPENSES	£20.00
£357.03	REPAIRS / RENEWALS	£525.00
£2,669.89	LICENCES / INSURANCES	£1,547.46
£84.00	BANK CHARGES	£96.00
<hr/>		<hr/>
£4,882.77	TOTAL EXPENDITURE	###

BANK RECONCILIATION

£	£	£	
BANK RECEIPTS	£14,642.46	BANK PAYMENTS	£12,129.71
OPENING C/A ACCOUNT	£229.08	CLOSING CURRENT	£21.58
OPENING D/A ACCOUNT	£3,977.09	CLOSING DEPOSIT	£6,697.34
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Bedfordshire Health Radio

BALANCE SHEET AT 31 MARCH 2022

2020--2021 (15 Months)		2021-2022
£		£
	GENERAL FUND	
£7,438.89	BROUGHT FORWARD	£7,055.90
£1,031.85	CAPITAL PURCHASES	£9,802.63
-£702.51	EXCESS OF INCOME OVER EXPENDITURE	£2,512.75
<hr/>		<hr/>
£7,768.23		£19,371.28
-£712.43	DEPRECIATION	-£2,530.47
<hr/>		<hr/>
£7,055.80	TOTAL GENERAL FUND AS AT 31ST MARCH 2021	###

REPRESENTED BY

	BANK ACCOUNTS	
£229.08	Current Account	£21.58
£3,977.09	Deposit Account	£6,697.34
	CASH IN HAND	
£2,849.73	EQUIPMENT AT BOOK VALUE	£10,121.89
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£7,055.90		###

BEDFORDSHIRE HEALTH RADIO

England & Wales - Charity number 1187406

Accounts

Trustees' Annual Report for the period

	Period start date	Period end date
From	16 th January 2020	31 st March 2021
	To	

Section A Reference and administration details

Charity name	Bedfordshire Health Radio
Other names charity is known by	Hospital Radio Bedford
Registered charity number (if any)	1187406
Charity's principal address	Bedford Hospital (South Wing)
	Kempston Road
	Bedford
	Postcode MK42 9DJ

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	G Clark	Chair	Membership Vote
2	F Palmer	Secretary	Membership Vote
3	S Conyers	Treasurer	Membership Vote
4	R Stanley	IT Manager	Membership Vote
5	A Norbury	Fund Raising	Membership Vote
6	C Mason	Advisor	Trustees
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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 Membership

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.

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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 Bedfordshire 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 Bedfordshire.

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)

Providing entertainment and information by means of radio broadcasts to patients and staff of Bedford Hospital and the wider community of Bedford Borough and Central Bedfordshire with an emphasis on health and wellbeing.
Content includes specialist interviews, news items as widely available on local news websites, Public Service Announcements as provided by the UK government and the NHS as well as a varied music content including requests for patients etc.
Bedfordshire Health Radio is a member of The Hospital Broadcasting Association and utilises guidance and some program output shared between members.

Additional details of objectives and activities (Optional information)

The organisation is run entirely by volunteers who during the pandemic have broadcast from their homes providing some 90 hours per week of live programs.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

As with many organisations BHR had to adapt to issues caused by the Covid-19 pandemic. Due to our studios being located within the hospital buildings we were denied access from March 2020 resulting in our technical staff having to design ways for our members to broadcast from home during the lockdowns. Home studio equipment was in some cases sourced by the charity and training performed online. This resulted in a significant increase in the number of hours "Live" broadcasts to the extent that we reached 90 plus hours per week of live content. As our members were unable to visit wards for request collection etc, relationships with activity co-ordinators within the hospital were forged allowing patients and friends and family to connect through the medium of radio. Membership recruitment has also been successful in the last year with several new broadcasters joining us.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity attempts to hold at least one years outgoings in reserve.

Details of any funds materially in deficit

N/A

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.

Empty box for optional information.

Section F Other optional information

Large empty box for section F.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Geoffrey Clark	
Position (eg Secretary, Chair, etc)	Chair	
Date	01/12/2021	

BEDFORDSHIRE HEALTH RADIO (Hospital Radio Bedford)

INCOME AND EXPENDITURE ACCOUNT JAN 2020 - MARCH 2021

2019	INCOME	2020-2021
£		£
1,361.00	SUBSCRIPTIONS	£1,251.00
3,053.05	DONATIONS	£360.00
175.00	FUND RAISING	£352.88
	GRANTS/GIFT AID	2,213.28
5.60	BANK INTEREST	£3.10
<hr/>		<hr/>
£4,594.65	TOTAL INCOME	4,180.26
1,996.49	LESS EXPENDITURE	£4,882.77
<hr/>		<hr/>
£2,598.16	EXCESS OF EXPENDITURE OVER INCOME	-£702.51

SUMMARY OF EQUIPMENT

2,859.79	BALANCE B/F	£2,530.31
303.10	CAPITAL PURCHASES	£1,031.85
<hr/>		<hr/>
3,162.89		3,562.16
-£632.58	LESS 20% DEPRECIATION	-£712.43
<hr/>		<hr/>
2,530.31	TOTAL VALUE EQUIPMENT AT 31/03/2021	£2,849.73

BEDFORDSHIRE HEALTH RADIO (Hospital Radio Bedford)

2019	EXPENDITURE	2020-2021
£		£
303.10	CAPITAL PURCHASES	£1,031.85
62.72	PRINTING / STATIONARY	
-	MISC. EXPENSES	£740.00
59.98	REPAIRS / RENEWALS	£357.03
1,510.69	LICENCES / INSURANCES	£2,669.89
60.00	BANK CHARGES	£84.00
<hr/>		<hr/>
1,996.49	TOTAL EXPENDITURE	4,882.77

BANK RECONCILIATION

£	£	£	
BANK RECEIPTS	4,180.26	BANK PAYMENTS	4,882.77
OPENING C/A ACCOU	386.18	CLOSING CURRENT	229.08
OPENING D/A ACCOU	4,522.40	CLOSING DEPOSIT	3,977.09
	<hr/>		<hr/>
	9,088.84		9,088.94

BEDFORDSHIRE HEALTH RADIO (Hospital Radio Bedford)

BALANCE SHEET AT 31 MARCH 2021

2019		2020-2021
£		£
	GENERAL FUND	
£5,170.21	BROUGHT FORWARD	£7,438.89
£303.10	CAPITAL PURCHASES	£1,031.85
£2,598.16	EXCESS OF INCOME OVER EXPENDITURE	-£702.51
<hr/>		<hr/>
£8,071.47		£7,768.23
-£632.58	DEPRECIATION	-£712.43
<hr/>		<hr/>
£7,438.89	TOTAL GENERAL FUND AS AT 31ST MARCH 2021	£7,055.80

REPRESENTED BY

	BANK ACCOUNTS	
386.18	Current	229.08
4,522.40	Deposit	£3,977.09
	CASH IN HAND	
2,530.31	EQUIPMENT AT BOOK VALUE	2,849.73
<hr/>		<hr/>
7,438.89		7,055.90