

Trustees' Annual Report for the period

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

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)

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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**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
£4,180.26	TOTAL INCOME	14,642.46
£4,882.77	LESS EXPENDITURE	£12,129.71
-£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
£3,562.16		12,652.36
£712.43	LESS 20% DEPRECIATION	£2,530.47
£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
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£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
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£7,768.23		£19,371.28
-£712.43	DEPRECIATION	-£2,530.47
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£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		###