

ArroweSound Hospital Radio

Trustee Report and Annual Review

Nov 2020-Dec 2021

The Studios
Clatterbridge Health Park
Clatterbridge Road
Wirral
CH63 4JY

Registered Charity Number: 1192149

Overview

ArroweSound Hospital Radio Trustees are pleased to submit their annual report and accounts for the year 2020-21.

ArroweSound Hospital Radio is a registered charity, governed by a constitution.

Charitable Objectives

- (1) The relief of sickness, poor health and old age amongst people living in Wirral 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 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 Wirral.

Organisation

ArroweSound Hospital Radio is run entirely by volunteers, who pay an annual membership subscription and is governed by a constitution and managed by an executive committee.

Related Organisation

ArroweSound Hospital Radio is a member of the Hospital Broadcasting Association, a national charity that supports and promotes hospital broadcasting in the UK.

Dave Holt - Chairman

Over the last twelve months, ArroweSound has seen a major change, in which we had to vacate our studios in Arrowe Park as they were required for additional clinical space by the hospital during the Covid-19 pandemic. Thankfully, with the help of the hospital and our sister station Radio Clatterbridge, we moved 5 miles down the road to share space with our sister station at Clatterbridge Health Park. We found this a bit of a challenge and with reduced members allowed to be on site due to social distancing, we transformed two empty rooms into two working studios within a matter of weeks.

Away from the move, the station has found it hard to recruit new members due to the restrictions in place, however, we have two new recruits who are currently training to join our presenting team.

Looking ahead to the next 12 months, we are looking to upgrade our playout computers and our playout system from Myriad version 3 to 5 as we have been experiencing issues with the outdated machines over the last 12 months.

We also hope to have our first Arrowesound magazine at some point over the next 12 months, so members are busy preparing content for this at present.

I wish to thank all our volunteers and supporters for their continued support during these testing times, without them or their generous donations, ArroweSound would not be able to keep patients and staff entertained 24hrs a day.

Stephen Dundas - Co-Chair/Programme Manager

We have continued to provide a 24hr service of programming throughout this past year. Live programming is mostly evenings, however we do have an array of live presenters during the daytime and at the weekend as well. We have a great network of syndicated programmes that broadcast at certain times throughout the week as well as pre-recorded shows, which include health related content and we look forward to adding to these in the future.

We continue to broadcast online only at present, after the removal of the patient bedside media, however we will look for another platform when available.

Finally, we were delighted that Mandy Shepherd was shortlisted at the HBA annual awards in the Specialist Music category, unfortunately on this occasion, she was not one of the winners.

Treasurer/Fundraising - Glynn Thomas

What a difference a year makes!

We received £3,200 in donations (not including £159.66 from the "Just Giving" website, for reasons I will mention later) to assist our move from Arrowe Park to Clatterbridge, building our studio facilities from scratch.

Many thanks to Dave Holt and Steve Dundas for finding the funding streams and the work involved in redecorating and fitting out the equipment. Work on Studio 2 continues and towards the end of 2021 Dave purchased further equipment which should enable this to be used for pre-recording in the near future. The donations also enabled us to resurrect the Radio News Hub service and Dave organised some fresh "imaging" (jingles/voiceovers) to coincide with our studio opening at Clatterbridge.

We switched from BT to a 2 year deal with Plusnet on our move to Clatterbridge.

Our phone and broadband package with BT was costing, on average, £16 per month. The Plusnet package is £9 per month (after a discount of £5.50p) until March 2023.

Due to the ongoing Covid restrictions, fundraising efforts continued to be hampered.

Many thanks go out to Rob McGlynn who finally managed to run his "Diary Raffle" (delayed from 2020) which brought in £117.00

After our move to Clatterbridge, Terry Lennaine could only manage 1 recording session due to illness.

So back to the situation with "Just Giving", which had been linked to our website as an easy method of fundraising. As a small income charity, the facility originally cost us nothing to operate and during 2021 had brought in £159.66p.

We also use "Easy Fundraising" (income in 2021 was £125.95p) but they take a percentage from our donations on an increasing sliding scale. It looked like "Just Giving" was a better option - until September, when they suddenly used our Direct Debit facility (previously only used to send donations to our bank account) to take a charge of £144, followed by a further £18 in both October and November. These relate to a subscription fee of £18 per month, backdated to January. We have no record of any notification of the change to our original agreement.

Dave has cancelled the subscription with "Just Giving" and I have written to Barclays to see if we can obtain a refund of the charges. The bitter taste of our experience with "Just Giving" is that we received £159.66 in donations, but paid £180 for the privilege!

It was good to see that presenters' purchases via Easyfundraising.com resulted in a year-on-year increase of income via that source to £125.95 (£70-85 in 2020 and £33-55 in 2019) and we also received our first donation from purchases made via the AMAZON "Smile" website and app facility. If, like me, you make a lot of purchases from AMAZON please consider signing up for this feature. It costs nothing and you can keep track of how your personal purchases translate into donations, which are paid to us once a year.

We have however lost one very small method of donations - namely the "Tea and Coffee money box". Presenters will remember the little blue slips provided to volunteers at Arrowe Park, which could be exchanged for a drink at the cafe. We set up a voluntary donation box where you could pop in the price of your drink to help raise funds.

Due to the Covid restrictions and the move to Clatterbridge in early 2021, nothing was raised this year. The last donations amounted to £4.52p in 2020.

Now, with our shared kitchen at Clatterbridge, there is a facility to make your own drinks - bring your own tea bag! So we wave good-bye to the donation box entry, which will disappear from our accounts sheet in 2022.

It is great news that we start 2022 with a healthy bank balance of £2351.96p, but we do have recurring running costs of £795.79p based on 2021 figures.

Charity Trustees

Dave Holt, Stephen Dundas & Glynn Thomas

Chairman: Dave Holt

Co-Chair & Programme Manager: Stephen Dundas

Treasurer: Glynn Thomas

Secretary: Heather Smith

Charity Number: 1192149

**Address: The Studios, Clatterbridge Health Park,
Clatterbridge Road, Wirral, CH63 4JY**

Bankers: Barclays

ARROWE SOUND HOSPITAL RADIO

Income and Expenditure Account for the Year Ended 31st December 2021

<u>INCOME</u>	<u>2021</u>	<u>2020</u>
Members Subscriptions	240.00 ✓	250.00
<u>Donations:</u>		
Members Personal Donations	0	0
Steve Dundas "Bagged Copper"	2.00 ✓	5.00
Tea & Coffee Money Box	0	4.52
PayPal Donations	46.79 ✓	0
Donations via "Just Giving" Website	159.66 ✓	
The Community Foundation	1000.00 ✓	
Groundwork UK	1000.00 ✓	
The Grimes Family Charitable Trust	1000.00 ✓	
ASDA Green Token Scheme	200.00 ✓	
	3408.45 ✓	9.52
<u>Fundraising:</u>		
Income from "Easy Fundraising"	125.95 ✓	70.85
AMAZON - "Smile" from purchases	5.00 ✓	-
	130.95 ✓	70.85
Studio Hire (Terry Lennaine)	12.00 ✓	50.00
Steve Dundas Football Cards	20.00 ✓	0
Rob McGlynn's "Diary Raffle"	117.00 ✓	0
	149.00 ✓	50.00
Total Income	3928.40 ✓	380.37
<u>EXPENDITURE</u>		
BT and Plusnet - Line Rental & Charges	95.29 ✓	181.88
Equipment (new and second-hand)	671.06 ✓	0
Furniture	0	0
Repairs & Modifications (includes redecorating)	426.72 ✓	0
Exterior "Arrowe Sound" studio sign	81.60 ✓	-
Licences (PPL)	300.00 ✓	277.20
HBA Membership	50.00 ✓	50.00
Radio Newshub Subscription	246.11 ✓	0
123-REG arrowesound.co.uk Domain (1 year)	14.39 ✓	-
ENVATO online radio station software purchase	28.79 ✓	-
WEEBLY arrowesound.com Domain (1 year)	0	16.06
NAMESCO arrowe-sound.co.uk Domain (2 years)	0	29.99
Streaming Fees (ShoutCast)	90.00 ✓	90.00
Postage and Stationery	7.92 ✓	3.50
Promos & Voiceovers	549.60 ✓	0
Spending for Fundraising (Just Giving fee) in dispute	180.00 ✓	0
Total Expenditure	2741.48 ✓	648.63
Surplus or (Deficit) For The Year	1186.92 ✓	(268.26)

ARROWE SOUND HOSPITAL RADIO

<u>RESERVES RECONCILIATION</u>	<u>2021</u>	<u>2020</u>
Opening Balance	1165.04	1433.30
Net (Deficit) / Surplus For The Year	1186.92	(268.26)
Closing Balance	2351.96	1165.04
Represented By:		
Bank Balance as at 31st December	2351.96	1165.04
Cash Held (not yet banked)	NIL	NIL
Total	2351.96	1165.04

A dispute has been raised with Barclays Bank in relation to 3 subscription fees taken via Direct Debit to "Just Giving.com" which total £180.00

Any refund obtained will be carried forward into our 2022 accounting year



 W. G. Thomas
 (Treasurer)

18/1/2022

 Date

Independent Reviewer's Statement

I have reviewed these financial statements and found them to be in accordance with the accounting records presented to me.

CHRISTINE IRLAM

 Christine Irlam
 (Auditor)

25th JAN 2022

 Date