

RADIO CLATTERBRIDGE

Charity trustee's Annual Report

**Year ending
31st December 2021**

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Charity Name	RADIO CLATTERBRIDGE	
Registration number	1193513	
Address	RADIO CLATTERBRIDGE THE STUDIOS CLATTERBRIDGE HEALTH PARK WIRRAL CH63 4JY	
Telephone	(0151) 334 4980	
Text	SMS (07743) 404 052	
Email	studios@radioclatterbridge.co.uk	
Trustee names and executive committee positions held in the organisation	Steve Evans Michael Eveleigh Paul Johnston Paul Size	Chairman Station Manager Programme Controller Treasurer



Charitable Incorporated Organisation 1193513

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1.0 Structure and details on how it is managed, including how we recruit trustees

The organisation is run entirely by volunteers. Full Membership of the Organisation shall be, at the discretion of the Executive Committee, open to persons aged 18 years or over. Careful consideration will be given to volunteers willing to dedicate their services and talents in any way to further the aims and objectives of the Organisation.

All new members of the Organisation shall be required to undertake a 3 month probationary period, before full membership may be granted. In the case of a person transferring membership from another Hospital Radio Service which is affiliated to the HBA, the Executive has the right to waive the probationary period.

The management of the Organisation shall be in the hands of an Executive Committee consisting of a Chairperson, Treasurer and Programme Controller, who will be Trustees of the Organisation. Only Full members of the Organisation, having given at least 12 months service to the station, may serve on this Executive.

The Chairperson shall be responsible for the overall direction of the station. The duties shall include conducting all meetings in accordance with the rules of procedure; presiding over all discussions regarding the management of the Organisation, and ensuring that the objectives are met adequately. The Treasurer shall be responsible for all financial management, administering all incoming and outgoing monies; keeping accurate and up to date accounts. The Treasurer must present a balance sheet at the Annual General Meeting of the Organisation. As a member of the Executive Committee, the Treasurer must ensure that the objectives of the Organisation are met adequately. The Programme Controller shall be responsible for automation; ensuring that the sound of the station continues to evolve, and identifying opportunities for listener interaction and special programmes in tune with the audience. As a member of the Executive Committee, the Programme Controller must ensure that the objectives of the Organisation are met adequately.

The Executive Committee shall be elected once a year, at an AGM (Annual General Meeting) held not later than the 31st March. To ensure the validity of this meeting, the AGM must be attended by a quorum. It shall be deemed that a quorum consists of at least one third of the number of Full Members.

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2.0 Activities and objectives for the year

RADIO CLATTERBRIDGE – is a hospital community radio station and registered charity, broadcasting to Clatterbridge Health Park, Wirral. It is run by a team of dedicated volunteers, supported by fundraising, donations and local business sponsorship.

Founded in 1951, Radio Clatterbridge is one of the oldest hospital radio stations in the world. We are a Charitable Incorporated Organisation (CIO) run entirely by volunteers dedicated to providing a round-the-clock service of music, entertainment and information to patients, staff and visitors to Clatterbridge Health Park, Wirral, UK.

Our volunteers give up their spare time to present, assist on programmes, conduct interviews and visit the wards to collect requests and dedications. We receive funding from our members, as well as donations and grants, and receive support from organisations on the health park and in the local community.

The objectives of the Organisation shall be to provide high quality localised broadcasting to the patients of Clatterbridge Hospital, through entertaining and informative live, recorded or computerised programming. The schedule shall be aimed specifically at reducing the anxiety and trauma associated with illness. This will be achieved by careful selection of committed volunteer members, willing to dedicate their time to further the aims and objectives of the Organisation by listening to the needs of the patients, families and staff.

Throughout 2021, Radio Clatterbridge continued to deliver on this obligation.



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3.0 Achievements and performance, including reporting on its public benefit

During 2021, we played almost 500 requests and dedications for patients and staff.

We broadcast important public health messages related to the Covid-19 pandemic including advice and guidance for patients, staff and visitors related to visiting the health park, along with wider messages about getting vaccinated.

We also broadcast varied interviews with individuals and organisations of interest to our audience. This included a local singer/songwriter, a local suicide prevention charity and a bowel cancer survivor.

We were one of many hospital radio stations to broadcast a special programme with HRH The Prince of Wales, thanking NHS staff for their work during the pandemic.

We also marked our 70th anniversary with a series of programmes and interviews, including archive clips and interviews with past and present members.

4.0 Financial Review 2021

As reported to AGM 20th January 2022

FINANCIAL DISCLOSURE:

No funds or property are held by any trustee of this organisation under custodian arrangements on behalf of RADIO CLATTERBRIDGE.

Radio Clatterbridge End of Year Accounts for 2021			
BARCLAY'S COMMUNITY & CAF CASH ACCOUNTS			
EXPENSES		INCOME	
	£		£
		<i>Opening Balance</i>	3,776.83
Services	922.99	Sponsorship	3,120.00
Contracts	3,226.85	Membership Subscriptions	776.51
Studio Equipment	10,063.77	HMRC (VAT)	1,814.23
Promotional	546.00	Donations – General	1,958.99
Health and Safety	7.98	Donations – League of Friends	333.20
Miscellaneous (Inc. Station refurb)	281.59		
<i>Transfer to CAF Gold Account</i>	0	Transfer from CAF Gold Account	8861.19
<i>Closing Balance</i>	5,591.77		
	20,640.95		20,640.95

Radio Clatterbridge End of Year Accounts for 2021			
CAF GOLD			
EXPENSES		INCOME	
	£		£
		<i>Opening Balance</i>	<i>11,419.41</i>
		Interest	0.77
Transfer to CAF Cash A/c	8861.19		
<i>Closing Balance</i>	<i>2558.99</i>		
	11,420.18		11,420.18

Total Financial Assets on 31 st December 2021	
Current Accounts (CAF & Barclays)	£ 5,591.77
Deposit Account (CAF Gold)	£ 2,558.99
Total	£ 8,150.76



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THE STUDIOS
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