

RADIO CLATTERBRIDGE

Charity trustee's Annual Report

**Year ending
31st December 2022**

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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 Size	Chairman Station Manager 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 Station Manager, 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 Station Manager 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 Station Manager 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 broadcasting service. Our programming output features a blend of music, conversation, local interviews, entertainment and information. Hourly live news and sport bulletins are provided by IRN to ensure our listeners are kept up to date.

Our team of 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.

During 2022, Radio Clatterbridge continued to deliver on this obligation playing a key role at the heart of the Clatterbridge community serving the patients, staff and visitors to Clatterbridge Health Park, Wirral, UK which includes The Clatterbridge Cancer Centres in Wirral & Liverpool.



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3.0 Achievements and performance, including reporting on its public benefit

in 2022, Radio Clatterbridge played more than 770 requests and dedications for patients and staff. Regular ward visiting recommenced this year with our dedicated Request Team following the pandemic. Meeting and engaging patients remains a vital part of our service.

Radio Clatterbridge continues to broadcast important public health messages on behalf of the NHS. The messages provide valuable advice and guidance for patients, staff and visitors.

A new feature, "Team of the week" was launched to acknowledge the hard working members of NHS staff across the health park. The feature showcases the work of a particular team and the members of staff in that team get to select five of their favourite songs which are played each day as part of our weekday live Coffee Club programmes.

Radio Clatterbridge was nominated for two HBA awards in 2022, with Jake McElvogue secured a silver award in the best male presenter category. **The Judges said...** *"Jake has a lot of knowledge about the music he plays and his enthusiasm shines through. We were really impressed with his openness about his personal life and mental health in the entry and genuinely think this would help people listening. Not easy to do so great work Jake"*

The radio station observed the passing of Queen Elizabeth II. Radio Clatterbridge followed the required broadcasting protocols outlined as part of Operation London Bridge observed by UK media outlets.

4.0 Financial Review 2022

As reported to AGM – 19th January 2023

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 2022			
CAF BANK CASH & BARCLAYS COMMUNITY ACCOUNTS			
EXPENSES		INCOME	
	£		£
		<i>Opening Balance (CAF Cash & Barclays)</i>	<i>5,591.77</i>
Services	1,157.16	Sponsorship	<i>3,145.00</i>
Contracts	1,329.11	Membership Subscriptions	743.24
Studio Equipment	<i>2,148.03</i>	HMRC (VAT)	276.40
Miscellaneous (studio maint.)	<i>21.42</i>	Donations – General	1,558.01
<i>Transfer to CAF Gold Account</i>	<i>2,439.50</i>	CAF interest – cash account	<i>3.94</i>
<i>Closing Balance (CAF Cash & Barclays)</i>	<i>4,223.14</i>		
	11,318.36		11,318.36

RADIO CLATTERBRIDGE - End of Year Accounts for 2022			
CAF BANK GOLD SAVINGS ACCOUNT			
EXPENSES		INCOME	
	£		£
		<i>Opening Balance</i>	2,558.99
		Interest (28/03/22)	0.24
		Interest (26/06/22)	1.27
		Transfer CAF Cash a/c (02/08/22)	2,439.50
		Interest (26/09/22)	4.73
		Interest (26/12/22)	10.59
<i>Closing Balance</i>	5,015.32		
	5,015.32		5,015.32

Total Financial Assets on 31 st December 2022	
Current Accounts (CAF & Barclays)	£ 4,223.14
Deposit Account (CAF Gold)	£ 5,015.32
Total	£ 9,238.46



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