

WINCHESTER HOSPITALS RADIO



Registered Charity No. 290553

**Trustees' Report
and Annual Review
2006**

Trustees' Report

The Trustees of Winchester Hospitals Radio are pleased to submit their report and accounts for the year 1st January to 31st December 2006.

Winchester Hospitals Radio (also known as "Winchester Hospital Radio", "WHR", and our on-air identity "Winchester Radio") is a registered charity, governed by a constitution.

This Report and the attached Accounts have been produced in accordance with the guidance provided by the Charity Commission in its "Receipts and Payments Accounts Pack (CC16)".

Charitable Objects

The object of the Association is relieving sickness, infirmity and old age by providing a local broadcasting service for hospitals, old peoples' homes and similar institutions in Winchester. The station currently serves the Royal Hampshire County Hospital (RHCH) via the Patientline bedside entertainment system.

Organisation

WHR is run entirely by a membership of volunteers, who pay an annual membership subscription and are not eligible for reimbursement of any out-of-pocket expenses. It is an unincorporated association governed by a constitution (last amended in November 2002) and managed by an Executive Committee (the Charity Trustees) who are elected annually by the membership.

Related Organisations

WHR is a member of the Hospital Broadcasting Association (HBA), the national charity that supports and promotes hospital broadcasting in the UK. Our members regularly attend the twice-yearly conferences organised by the HBA and the Regional Meetings hosted by various hospital radio stations in southern England.

WHR maintains a close working relationship with the Winchester and Eastleigh Healthcare NHS Trust (who manage the RHCH) and Patientline plc, the company that owns and runs the bedside entertainment system through which its programmes are delivered to patients.

Review of Activities and Achievements

Below is a brief summary of WHR's activities and achievements during 2006. Further information can be found in the informal "Annual Review", which starts on page 6.

Programming and Ward Visiting

During 2006, WHR continued to provide a radio service to the patients at the RHCH. The flagship programme is "The Sound Remedy", a nightly programme made up of music requests collected from patients by our volunteers. Whenever WHR is not broadcasting live programmes, a music jukebox service broadcasts a carefully chosen selection of easy listening music.

In line with the 5-Year Plan adopted by the Trustees at the beginning of 2004, a significant change to the programming and ward visiting was made in October 2005. The "Sound Remedy" programme length was increased from 90 minutes to two hours, with the first hour broadcast live from one of the wards most nights of the week. The frequency of ward visits was increased to three visits per week for most wards to coincide with the programming changes.

The new programme format requires a team of volunteers who, in addition to presenting the programme, visit patients on the wards. To concentrate our volunteers' efforts on producing two hours of engaging, request-driven programming, the majority of other live programming was withdrawn.

Although the overall number of live broadcast hours per week was reduced, the changes have had many positive benefits. The average number of music requests played during the "Sound Remedy" has significantly increased. Many patients actively take part in the programming, either by talking to presenters who are by their bedside, or by using the Patientline telephone system to call the studio. WHR has a much higher profile within the

hospital, and the listening figures made available to us by Patientline show that WHR is now by far the most listened-to radio station within the hospital.

Unfortunately, a number of our volunteers decided that they did not wish to be involved with the new-style programmes. This has meant that the workload of others has increased to compensate, and this has had a knock-on effect on activities such as recruitment and training, the repair of studio equipment and the planned upgrading of the music library and computer playout system, as priority has been given to the programming and visiting. Mid-way through 2006, the decision was reluctantly taken to withdraw all programmes except "The Sound Remedy" as it was clear that our remaining volunteers were being pushed too hard.

At the time of writing this report, the benefits of the short-term reduction in live programme output are becoming visible. For example:

- Training and induction of new volunteers has increased resulting in several new volunteers taking their place in the nightly programming teams whilst others have passed auditions to present programmes and/or operate the studio equipment during live broadcasts.
- Our Engineering team have commenced the configuration of an upgraded computer network that will include an updated music playout system, audio editing facilities and office computers.
- A small team of volunteers are reviewing the mix of music stored on our playout system to ensure a close match with the tracks and artists most-often requested by our listeners.

It is hoped that these benefits will continue throughout 2007, resulting in a larger team of fully-trained volunteers able to provide an enhanced service to patients.

Strategic Planning

Studio Location and Service Provision

Like many other NHS hospitals, the RHCH faces an uncertain future. The NHS Trust is currently reviewing its utilisation of the various parts of the site, with consolidation of services into the core of the site a distinct possibility. The number of in-patient beds has also reduced by around 50 over the last year, and is likely to reduce further.

In the middle of the year, the Trustees were informally alerted by the Chair of the Winchester & Eastleigh Healthcare NHS Trust that WHR's current studio location was potentially at risk and a move to alternative facilities in the main hospital building may be necessary in the short- to medium-term.

To counter the reduction of audience caused by the smaller number of in-patient beds, the Trustees are considering two possible extensions to our service:

- providing a service to out-patients' and Accident & Emergency waiting rooms; and
- providing a service to local elderly care homes.

At the time of writing, at the NHS Trust's request, the Trustees have just submitted a document detailing WHR's requirements of any new studio location and providing an outline of the style of service that could be provided to waiting rooms within the hospital.

The evaluation of the practicalities of providing a service to elderly care homes has been given a lower priority at this time.

Once the Trustees have visibility of the NHS Trust's plans for the hospital, they intend to revise the 5-Year Plan which they originally adopted in January 2004. This document sets out the Trustees' vision for the development of WHR and the services it provides to the patients of the RHCH.

Recruitment and training of volunteers

The Trustees' aim is to build upon the success of the new programming and visiting schedules, to recruit, induct and train more members to reduce the workload on our existing volunteers, and to work towards utilising our upgraded computer playout system to full effect by introducing a full range of programmes aimed specifically at the hospital audience.

Financial Performance

At the end of 2006, WHR had funds totalling just over £30,000, having raised £9,566 and spent £7,774 during the year.

Income

2006 was another good year as far as fundraising was concerned, especially as the number of active volunteers was significantly reduced compared with 2005. Net funds raised, at just over £4,300 was virtually identical to 2005.

In association with Hospital Radio Publications (HRP), WHR published the latest edition of its patients' magazine in November 2005. This is produced free-of-charge by HRP, who sell advertising space in the magazine to cover their costs. WHR received a donation of £1,700 from HRP (equivalent of to 10% of the advertising sales) early in 2006.

Special mention must go, once again, to Steven Wills. During 2006, WHR made a net surplus of £1,508 (2005: £1,402) from selling CDs produced by Steven and released on WHR's own record label. Steven's employer, Barclays Bank, match-fund specific fundraising efforts by their staff, and WHR has benefited to the tune of £551 during 2006. Finally, WHR received £329 from sales of previous CDs that Steven had released on his own "Codename Music" label in aid of WHR.

Thanks are also due to Barrie Duesbury, who completed a sponsored tandem skydive in aid of WHR. This raised £263, with a further amount in Gift Aid due from HM Revenue & Customs in 2007.

The income from fundraising events was significantly reduced compared with 2005. This was due in large part to a conscious decision by the Trustees not to demand too much from the smaller number of active volunteers. With the income mentioned above and the current level of reserves, it was felt more important to concentrate volunteer effort on our service provision rather than on fundraising.

The annual "road show" outside broadcast and collection day at Sainsbury's supermarket at Badger Farm brought in £578, virtually the same as last year. Unfortunately, the annual Supper Quiz resulted in a net income of only £355. We were invited to attend the Andover Spring Vehicle Meet & Autojumble, but this did not prove to be worthwhile, as we raised only £39.

Interest on the reserves was almost double that received in 2005. This is due to a number of factors – higher interest rates, higher reserves and maturity dates of the investment bonds.

Expenditure

The main expenditure in 2006 has been £4,750 on new computers and software to replace the existing music playout system, which is five years old, and various audio editing and office computers which are even older. A further expenditure of approximately £1,500 will be necessary in 2007 to complete the upgrade.

A tight control has been maintained on general expenditure during 2006.

With available volunteer effort focussed on programming, only essential repairs to equipment have been made. The one significant expense has been the replacement of the air conditioning unit that cools the computer servers and music playout system.

Only £35 has been spent on music CDs this year. WHR has been fortunate to receive a number of donated CDs, which has significantly reduced the need to purchase music. WHR has a music licensing agreement with copyright-collecting society Phonographic Performances Ltd. This costs just under £150 per year (and is included in the "Licence Fees" line under "Station Administration Expenses") and allows WHR to hold music on its computer playout system without holding a physical copy. We hope to utilise this new right to copy appropriate music from our volunteers' music collections, keeping expenditure on CDs to a minimum.

Financial Management and Reserves Policies

WHR has a Financial Management Policy which defines the controls to be implemented to ensure that the Association's assets are secure. This policy meets all the requirements of

the Charities Act 1993 and the Charity Commission guidelines "Internal Financial Controls for Charities (CC8)".

The Association has been slowly building up a reserve for an inevitable move of studios at some point in the future. As noted under "Strategic Planning" above, it appears that a move from our current studios (in a time-expired wooden building alongside the Orthodontics Dept.) is likely to happen in the short- to medium-term. The move to the present site from St. Paul's Hospital, in 1992, cost WHR approximately £50,000. A future move is likely to cost significantly more than this.

Reserves are held in fixed-term bonds so as to give a good rate of return without any exposure to the stock market.

Major Risks

WHR's service is distributed to patients by the bedside entertainment system run by Patientline plc. This company, along with the other providers of bedside entertainment systems to the NHS, is currently in discussion with the Department of Health with regards to the viability of their business models following an earlier Ofcom investigation into the high cost of incoming telephone calls to patients.

Patientline are reported to have given notice to the University Hospitals of Morecambe Bay NHS Trust of their intention to withdraw their service from the Westmorland General Hospital in Kendal.

Given the above facts and the reducing number of inpatient beds at the Royal Hampshire County Hospital, the Trustees consider that there is a real risk that Patientline may withdraw service at the RHCH. This would mean that WHR would be unable deliver its service to patients until a replacement system was in place. There are a number of alternative technologies that could be deployed to distribute our service to patients, but they would all take a number of months to install and cost a significant amount of money.

The Trustees have contacted the hospital's Estates Manager to ascertain the length of notice Patientline have to provide should they decide to withdraw from the RHCH and to enquire as to what contingency plans, if any, the hospital has in place to cover this eventuality.

The Trustees are monitoring developments closely and intend to move quickly to put in place appropriate contingency plans once the situation is clearer.

Charity Trustees

Chairman	Tony Knight
Vice-Chairman	Steve Feeney
Treasurer	Nigel Dallard
Station Manager	Anna O'Brien
Programme Controller	Paul Blitz (acting)(until 19 March 2006)
	Paul Blitz (from 19 March 2006)
Fundraising Manager	Ian Kemp
Chief Engineer	Paul Blitz (until 19 March 2006)
	Paul Blitz (acting)(from 19 March 2006)

Charity Number

290553

Principal Address

Mailpoint MP66
Royal Hampshire County Hospital
Romsey Road
Winchester
Hampshire
SO22 5DG

Bankers

National Westminster Bank plc
Winchester Old Bank
105 High Street
Winchester
Hampshire
SO23 9AW

Standard Life Bank Ltd
Caledonian Exchange
19A Canning Street
Edinburgh
EH3 8EG

Independent Examiner

J. A. Poulter FCA ATII
Rothman Pantall and Co.
Avebury House
6 St. Peter Street
Winchester
Hampshire
SO23 8BN

Signed on behalf of the Trustees,



Tony Knight
Chairman
19 March 2007



Steve Feeney
Vice-Chairman
19 March 2007

Annual Review

What a difference a year makes

During 2006, WHR continued to provide daily visits to patients at the RHCH and to broadcast live programmes every day, including all public holidays.

Following a wholesale review of WHR's service, and after extensive discussions with our volunteers, the programming and visiting schedules were significantly altered towards the end of 2005. The amount of live programming was reduced, by an average of an hour a night, to allow our volunteers to concentrate on producing quality programmes with increased patient involvement. Attention was focussed on "The Sound Remedy", our nightly programme made up of music requests collected from patients by our team of volunteers. This programme was increased in length by 30 minutes to two hours, with the first hour broadcast live from one of the wards six nights a week. Additional interactive features, such as the nightly "brain tickler" competition were also included in the programme.

The frequency of ward visits was also increased to three visits per week for most wards. We consider our visits to patients on the wards to be just as important as our programmes. Even if a patient doesn't want a piece of music played, our volunteers are happy to have a chat.



Helen Down chatting to a prize-winning patient on Clifton Ward.

The reaction of the patients to the changes to our service has been very positive.

The number of music requests per evening has significantly increased, with over 20 requests often being made. In addition to requests collected by our volunteers, patients now often telephone requests to the studio, either leaving messages on our answerphone, or talking directly to the on-air presenter during the programme.

Both patients and the nursing staff appear to enjoy our volunteers presenting programmes live from the wards. This enables us to chat to patients live on air, getting them to explain why they have requested a particular piece of music or to reminisce about happier times, for example.

The "brain tickler" has proved to be one of the most popular features in the programme, even though we have been unable to offer a prize for much of the year. We were fortunate to have donated a number of cheap promotional clocks which our Programme Controller re-branded with the WHR logo. When these were offered as prizes, the quiz became even more popular, with patients working together over several nights to try and get every patient in their ward buy a clock before they went home.

We have proved so popular with some patients that they will tune in each night, telephoning music requests down to the presenter. When the time comes for them to leave hospital, they will leave a message on our answerphone to let us know that they are going home and telling us how much they have enjoyed our service and that they will miss us. It would seem that we truly have become their "friend at the bedside" once more.

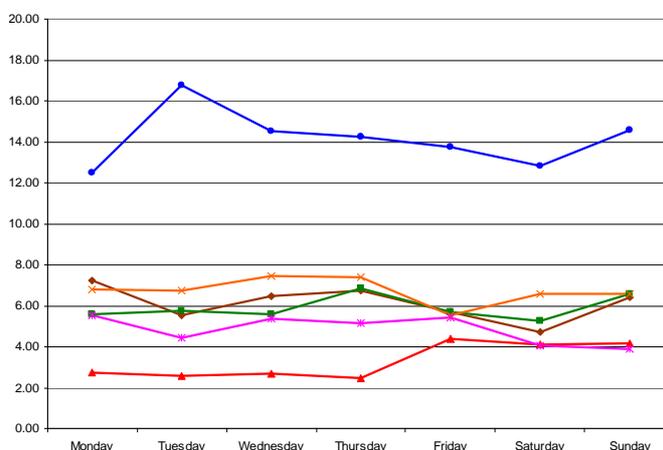
Just how much the service we provide means to some patients was brought home when we heard that the family of Elsie Wilmot had decided that half of the in memoriam donations



Patient Elsie Wilmot with Healthcare Assistant Rachel Sheppard.

at Elsie's funeral would be donated to WHR. Elsie had been in hospital for an extended period and soon became a regular listener and requester of music.

As well as the positive qualitative feedback mentioned above, the listening figures we were able to obtain from Patientline provided quantitative proof that "The Sound Remedy" was the most-popular radio programme in the hospital by a significant margin. Previous figures had put WHR's listening figures at the same (low) level as the other 5 radio stations available on the Patientline system.



Evening radio listening figures in April 2006. The blue line at the top represents WHR.

Regenerating the team

Unfortunately, a number of our volunteers decided that they did not wish to participate in our new-style service. Over the first quarter of 2006, the number of volunteers reduced to such a point that a further reduction in live programming hours was necessary; today only "The Sound Remedy" is broadcast live, and from the wards on only 3 or 4 days a week.

The decision to reduce the live programming hours further was taken only after much soul-searching, but attempting to recruit, induct and train new volunteers whilst maintaining the live broadcasting and visiting was proving too much for the small number of active volunteers who had already agreed to put in more hours to make up for the shortage of volunteers.

In the latter part of the year, the fruits of this difficult decision were being seen. A number of new volunteers had been recruited and were in the process of being inducted and trained. A number of existing volunteers were also being trained to take on extra responsibilities.

These extra volunteers are now beginning to take some of the pressure of front-line service provision off our Station Manager and Programme Controller, allowing more time to be spent recruiting, inducting and training further volunteers.

Due to the increased number of volunteers, a much-expanded programme schedule was broadcast over the Christmas and New Year period, including request programmes on every day.



Staff Nurse Jan George is presented with her "Nursing Heroes" certificate by Gertie Stevenson, one of the patients in her care.

Nursing Heroes

In conjunction with the hospital management, to mark International Nurses' Day on 12th May, we staged a "Nursing Heroes" event. We asked patients to nominate a member of their care team (including doctors and care assistants as well as nurses) who they felt deserved particular recognition.

The dozens of entries were judged by representatives of the WHR Trustees and the NHS Trust Board. Three lucky recipients, a healthcare assistant, a staff nurse and a ward sister were presented with prizes donated by Elements Beauty Salon, Mystique Hair Design and The Plough Inn, Sparsholt.

Out and About

One of our aims has always been to keep patients updated on events and activities taking place in the local community, so that they don't feel isolated from the world outside the hospital.



Tony Knight interviews the Mayor of Winchester, Councillor Sue Nelmes.

During the year, we have interviewed a number of local guests, including Councillor Sue Nelmes, the Mayor of Winchester. Over the Christmas period, we recorded and broadcast two carol concerts – from a local school and a local church – and the North Winchester Community Church pantomime.

Fundraising

Due to the reduced numbers of volunteers, the number of fundraising events held in 2006 was reduced compared to previous years. Despite this, the total amount of income from fundraising activities was the same as last year.

Our annual Supper Quiz in March suffered badly from a lack of support by our volunteers, who we have, in the past, relied on to sell a large proportion of the tickets. The net income, at only £355, was less than half of that raised in 2005.



Peter Warrener and Anna O'Brien entertaining the shoppers at Sainsbury's.

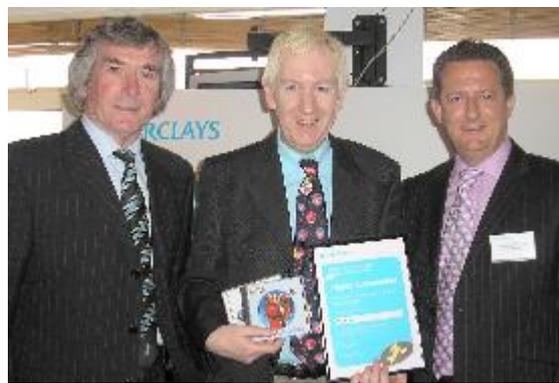
Once again this year, we staged our annual "road show" from Sainsbury's supermarket in Badger Farm. As has become traditional, we broadcast 6 hours of live programmes from our stage in the car park whilst collecting donations from shoppers. This year, the net income from the day was £578; virtually the same as in 2005. Many thanks to the management at Sainsbury's for their hospitality.



Ron Cruse presenting from the shade of the WHR gazebo at our Road Show from Sainsbury's.

Steven Wills continued to generate funds for WHR by selling CDs throughout the year. By the end of the year, over £1,800 had been raised. The last CD was produced in late 2005 and all the four CDs that remained in stock sold well throughout the year. Shortly after the end of the year "Department TV" sold out. Further CD releases are planned in 2007.

WHR would like to record its thanks to Steven's employer, Barclays Bank, who have made donations totalling £551 to WHR as part of its "matched-funding" scheme to encourage their employees to raise money for charities. Steven's efforts were also recognised within Barclays at a national level when we was highly commended at the company's Chairman's Awards held at Tottenham FC's White Hart Lane ground.



Steven Wills (centre) at the Barclay's Chairman's Awards, with former England goalkeeper, Pat Jennings, and Alan Hands, Barclay's Community Relations Manager.



Barrie Duesbury (right) with his instructor after the jump.

Thanks must also go to our volunteer, Barrie Duesbury, who threw himself out of an aeroplane at an altitude of 10,000ft, fortunately wearing a parachute! In so doing, he raised over £260 for WHR, with more to come in 2007 when we reclaim Gift Aid from HM Revenue and Customs at the end of the tax year.

Networking and Learning

During the year, a number of our volunteers attended conferences run by the national Hospital Broadcasting Association in Blackpool and Norwich. WHR has also been represented at all the southern regional meetings of the HBA, hosted at a number of hospital radio stations across southern England.

All these events provide an invaluable opportunity to network with other hospital broadcasting volunteers, enabling us to share ideas. In addition, at the conferences, our volunteers were able to attend a number of training and workshop sessions covering a variety of topics, including charity administration, radio presentation techniques, studio security precautions and health & safety.



Police Sergeant John Watson explains the basics of studio security at the HBA conference in Blackpool.

Investing for the Future

In the last few weeks of the year, our Engineering Team purchased new computer hardware and software, costing a total of £4,750, to replace the majority of our IT systems, from our music playout system through audio editing facilities and music library database to our Office PC. The Microsoft software was purchased via the Charity Technology Exchange programme administered by the Charity Technology Trust saving us many hundreds of pounds thanks to the generosity of Microsoft.

Our existing IT network was put together five years ago when we purchased our music playout system, although much of the hardware is much older than that, and incapable of running up-to-date software.

The Engineering Team are now working to install and configure the software on the new computers. They hope to have the new systems commissioned within the next three months.

Independent Examiner's Report to the Trustees

I report on the accounts of Winchester Hospitals Radio for the year ended 31st December 2006, which are set out on pages 11 - 14.

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts (under section 43 of the Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act); and
- to state whether particular matters have come to my attention.

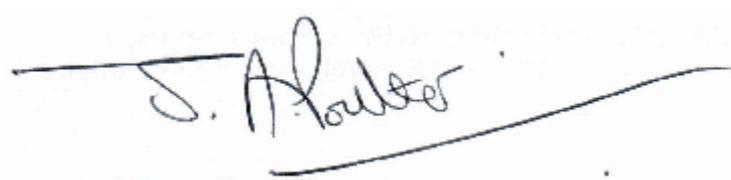
Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the trustees have not met with the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act; and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



John Poulter FCA ATII
Rothman Pantall & Co
Avebury House,
6 St. Peter Street,
Winchester.
SO23 8BN

15 March 2007

Receipts and Payments Account for the Year Ended 31st December 2006

		<u>2006</u>		<u>2005</u>	
<u>INCOME</u>	<u>NOTE</u>	£	£	£	£
Membership Subscriptions		820.00		920.00	
Fundraising	Note 2	5,278.40		8,305.27	
Donations	Note 3	1,474.70		1,020.50	
Other Income	Note 4	630.06		6,081.41	
			8,203.16		16,327.18
<u>Investment Income</u>					
Interest on Capital Deposit Accounts		1,362.63		767.53	
			1,362.63		767.53
			£ 9,565.79		£ 17,094.71
<u>EXPENDITURE</u>					
<u>Charitable Expenditure</u>					
Fixed Assets	Note 5	4,952.96		134.94	
Music Library & Broadcasting Materials		35.72		243.44	
Engineering		294.35		296.53	
Communications (inc. Publicity)		29.00		-	
Station Administration	Note 6	1,495.14		1,711.57	
Transport		-		140.16	
			(6,807.17)		(2,526.64)
<u>Costs of Generating Funds</u>					
Fundraising Expenses	Note 7	966.48		3,999.92	
			(966.48)		(3,999.92)
			(£ 7,773.65)		(£ 6,526.56)
<u>Surplus of Income over Expenditure</u>	Note 1		£ 1,792.14		£ 10,568.15

There were no other gains and losses during the year apart from the Income and Expenditure shown.

All funds held are unrestricted and available to be applied in furtherance of the WHR's charitable objectives at the discretion of the Trustees.

Statement of Assets & Liabilities as at 31st December 2006

NatWest Current Account

Balance per Bank Statement dated 31/12/2006

£
2729.44

Less: Outstanding Cheques to clear at bank

<u>Date</u>	<u>Cheque No.</u>	<u>Payee</u>	<u>£</u>
19/12/2006	001755	Paul Blitz	19.10
31/12/2006	001756	Boosey & Hawkes Music Publishers Ltd.	45.48

(64.58)

True Balance per Cash Book - allowing for O/S items above

£ 2,664.86

Deposit Accounts

Standard Life "Direct Access Business" Account

145.88

Standard Life "Business 10 Day Notice" Account

16,654.89

Standard Life Bond

12,005.30

28,806.07

Total Funds Held

£ 31,470.93

CONFIRMATION OF TOTAL FUNDS HELD:-

Opening Balance

£ 29,678.79

Add: Financial results for 2006:

Total Income including bank interest

9,565.79

Total Expenditure

(7,773.65)

£ 1,792.14

Closing Balance

£ 31,470.93

All funds held are unrestricted and available to be applied in furtherance of the WHR's charitable objectives at the discretion of the Trustees.

ASSETS RETAINED FOR WHR'S OWN USE

2 fully-equipped broadcast studios, including mixers, CD & MD players, turntables, etc

1 fully-equipped "talk" studio

1 fully-equipped equipment cupboard providing studio switching and common facilities to both broadcast studios

1 "Myriad" computerised audio playout system

Music library consisting of approx 1300 CDs, 2700 7" vinyl singles and 1500 12" vinyl LPs

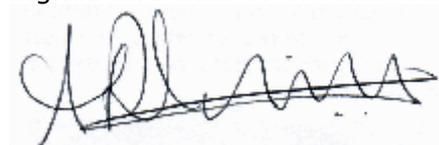
Outside Broadcast equipment, including mixers, speakers, CD & MD players, radio mics and radio link equipment

Audio editing suite

Office facilities, including PC and photocopier

TV/DVD player for training purposes

Signed on behalf of the Trustees,



Tony Knight
Chairman
19 March 2007



Steve Feeney
Vice-Chairman
19 March 2007

Notes to the Financial Statements for the Year Ended 31st December 2006

	<u>2006</u> £	<u>2005</u> £
<u>1. BALANCE OF ACCOUNTS</u>		
Natwest Current Account - balance as at 1st January	7,235.35	1,434.73
Deposit Accounts - balance as at 1st January	22,443.44	17,675.91
Total Funds Held at the Start of the Year	<u>£ 29,678.79</u>	<u>£ 19,110.64</u>
Net SURPLUS of Income over Expenditure during the Year	<u>£ 1,792.14</u>	<u>£ 10,568.15</u>
<u>TOTAL FUNDS HELD as at the 31st December</u>	<u>£ 31,470.93</u>	<u>£ 29,678.79</u>
<u>Represented by :-</u>		
Natwest Current Account - balance per cash book records	2,664.86	7,235.35
Deposit Accounts - balance per cash book records	28,806.07	22,443.44
<u>TOTAL FUNDS HELD as at the 31st December</u>	<u>£ 31,470.93</u>	<u>£ 29,678.79</u>
<u>2. FUNDRAISING INCOME</u>		
CD Sales ("WHR" label)	1,703.56	4,864.57
"Sound Remedy" Magazine	1,700.52	-
Sponsored Parachute Jump	488.00	-
Collection Days	737.32	1,160.74
Supper Quiz	649.00	1,146.00
Car Boot Sales	-	630.50
Sponsored Broadcast	-	503.46
	<u>£ 5,278.40</u>	<u>£ 8,305.27</u>
<u>3. DONATIONS</u>		
Barclays Bank (matched funding for Steve Wills CD sales)	551.00	540.00
Donations from Individuals & Friends of WHR	308.70	355.50
In the memory of Elsie Wilmot	265.00	-
Leckford Estates	200.00	-
Adjutant General's Corps	150.00	-
Littleton and Harestock Show	-	125.00
	<u>£ 1,474.70</u>	<u>£ 1,020.50</u>
<u>4. OTHER INCOME</u>		
CD Sales ("Codename Music" label)	329.00	528.24
Gift Aid refund from HM Revenue & Customs	301.06	218.17
Charities Online Accounts Awards Prize Money	-	5,000.00
OB Van sale	-	300.00
Studio Hire	-	35.00
	<u>£ 630.06</u>	<u>£ 6,081.41</u>

5. FIXED ASSETS

Upgrade of Music playout system and office computers	4,752.97	-
Air Conditioner for Computer Cupboard	199.99	
Combination TV/DVD Player	-	134.94
	<u>£ 4,952.96</u>	<u>£ 134.94</u>

6. STATION ADMINISTRATION EXPENSES

Insurance	798.15	785.47
Licence Fees	395.88	599.31
Stationery and Computer Consumables	145.76	114.68
Telephone	45.55	101.33
Miscellaneous	43.98	36.22
HBA Annual Membership	37.00	37.00
Volunteers' Refreshments	14.42	8.51
Postage	14.40	29.05
	<u>£ 1,495.14</u>	<u>£ 1,711.57</u>

7. FUNDRAISING EXPENSES

Supper Quiz	293.65	342.63
Sponsored Parachute Jump	225.00	-
Production/Licensing of CDs ("WHR" CD Label)	195.31	3,462.47
Sainsburys Collection Day/Roadshow	120.00	66.35
Birthday Supper Quiz	103.50	-
Miscellaneous	29.02	7.82
Car Boot Sale	-	75.00
Gala Ball	-	28.15
Licences	-	17.50
	<u>£ 966.48</u>	<u>£ 3,999.92</u>

8. TRUSTEES' EXPENSES

No expenses were paid to any of the Trustees during the year, except to re-imburse them for purchases made on behalf of the charity.

9. TRUSTEES' INDEMNITY INSURANCE

No charitable funds have been used to purchase insurance to indemnify the Trustees against the consequences of any neglect or default on their part.

10. ACCOUNTING POLICIES

Winchester Hospitals Radio is a registered charity and, as such, is governed by the Charities Acts of 1992 and 1993. As it has both a gross income and a total expenditure of not more than £100,000 per annum, section 42(3) of the 1993 Act entitles this charity to present simplified financial statements. As a result of this, and to be consistent with prior years, only a Receipts and Payments Account has been prepared and presented.

As a consequence of producing a Receipts and Payments Account, equipment purchases are not capitalised and depreciated. The full cost appears in the accounts for the year in which the equipment was purchased.