



**HBA**



# **Trustees' Annual Report and Accounts**

**Year Ending 31 August 2025**



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# Introduction

The Trustees have pleasure in presenting their Annual Report and Accounts, for the year ended 31 August 2025.

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)".

## Legal and Administrative Information

**Registered Charity Number:** 1015501 (England and Wales)

**Working Name:** Hospital Broadcasting Association (HBA)

**Date of Incorporation:** 24 September 1992. Converted to a Charitable Incorporated Organisation on 19 September 2019.

**Principal Office:** 5 Brayford Square, London, E1 0SG

### Trustees (Present):

Sam Smette - Chair (Re-elected 5 April 2025)

Ian Pinnell - Vice Chair

Robert Crow - Treasurer

Lee Thomas (Re-elected 5 April 2025)

Roy Dickel - Secretary

Kirsten Karron (From 5 April 2025)

Gareth Hurford (Appointed 18 April 2025)

### Bankers:

CAF Bank Ltd, 25 Kings Hill, West Malling, Kent, ME19 4JQ

Aldermore, 1st Floor, Block 18, Western House, Lynch Wood, Peterborough, PE2 6F2

Close Brothers Treasury, 4th Floor, 10 Crown House, London, EC24 4FT

### Independent Examiner:

JMW Accounting, 35 Hyperion Lane, Brackley, Northants, NN13 6FU

# Welcome from the Chair

On behalf of the Trustees of the Hospital Broadcasting Association, I am delighted to welcome you to our Annual Report and Accounts for the year ending 31 August 2025.



This has been a particularly significant year, as we celebrate the centenary of hospital radio in the UK. The first hospital radio station launched at York County Hospital in July 1925, offering patients access to sports commentaries and church services via headphones and loudspeakers beside their beds. From those pioneering beginnings, hospital radio has grown into a uniquely compassionate and enduring part of the healthcare landscape.

Over the decades, hospital radio expanded steadily and, at its height, nearly 400 stations were broadcasting to hospitals nationwide. It also proved a remarkable training ground for broadcasting talent, helping to launch the careers of many names still familiar today, including Ken Bruce, Simon Mayo, Sonali Shah, Scott Mills, Jeremy Vine and Jacqui Oatley.

The Hospital Broadcasting Association, then known as NAHBO, was founded in 1970 to bring services together and provide support, advice, advocacy and a collective voice. A century on from hospital radio's beginnings, technology has transformed how we broadcast, but innovation has always been part of our story. While today's media environment is more competitive than ever, hospital and health & wellbeing radio continues to thrive because it offers something truly distinctive: a personal, human connection that no other broadcaster can replicate.

As healthcare has evolved, so too has our sector. Many hospital radio stations now stream online, broadcast on FM, Small-Scale DAB, and reach into care homes, health centres and local communities. In doing so, they connect with new audiences and support the NHS and wider healthcare sector with content that promotes healthy lifestyles and wellbeing.

This year, our new Impact Report has reaffirmed the value of hospital, health and wellbeing broadcasting across the UK. Drawing on evidence from more than 270 participants, it shows strong recognition among NHS staff of the benefits to patients, alongside clear evidence of reduced boredom and improved wellbeing. Importantly, it also highlights the growing reach beyond hospital walls, extending companionship, trusted information and reassurance into the community.

The Trustee Board has continued to focus on strengthening the Association and supporting our members. We have engaged with key national stakeholders, reviewed our governance arrangements, and invested in trustee development. In response to member feedback, we are also exploring a return to regional networking, alongside maintaining a strong focus on innovation.

Much of our work takes place behind the scenes and is not always immediately visible, but it underpins the support, guidance and opportunities we provide to our members. This Annual Report highlights some of the achievements and progress made over the past year. I would like to thank our volunteers, member organisations, stakeholders and supporters for their dedication to this remarkable service.

A handwritten signature in black ink, appearing to read 'Sam Smette'. The signature is stylized and cursive.

**Sam Smette**  
**Chair of Trustees**



# Structure, Governance & Management

HBA is a Charitable Incorporated Organisation governed by its constitution.

## Recruitment & Appointment of Trustees

The Trustees are responsible for overseeing strategy, direction and ensuring the charity's finances are spent in accordance with its charitable objects. The Constitution allows for the Trustee Board to consist of:

- up to six Elected Trustees, elected by members for a three-year term of office, usually at the AGM; and
- up to three Appointed Trustees, appointed by the other Trustees because of their particular knowledge and/or skills for a term of office determined by the trustees up to three years;

with the actual number being set by the Association's members at general meetings. During the reporting period there were three Elected Trustee vacancies and three Appointed Trustee vacancies, which the Elected Trustees can fill as they see fit.

## Induction & Training of Trustees

New Trustees and volunteers receive an induction on appointment, to enable them to effectively participate in the management of the Association.

## Organisation Structure

The operational functions of the organisation are overseen by the trustees, with the support of a team of volunteers who bring a variety of skills and experience to help the Association further its work.

## Risk Management

The Trustees are responsible for identifying and reviewing the charity's risks and ensuring controls are in place to minimise fraud and error. They conduct an annual review of financial, operational, and business risks and follow established policies and procedures to manage these risks. These measures include:

- specific volunteer-role descriptions, setting out the limits of their delegated authority, together with a set of "Matters Reserved to the Trustee Board", which cannot be delegated;
- financial management and reserves policies;
- expenses policies and claim procedures; and
- dual authority banking, requiring two Trustees to authorise every payment (excluding direct debits which are monitored by the Treasurer and Trustees).

To enable the effective running of the association, we added a Leave of Absence clause to our constitution, should a trustee need to leave for a period of time for health or other matters.

# Charitable Objects

HBA is a Charitable Incorporated Organisation whose charitable objects are to promote the effectiveness and efficiency, for the public benefit, of organisations which:

- 1 relieve sickness, poor health and old age by providing a local broadcasting service for hospitals, residential homes and similar institutions, and for patients receiving community care; or
- 2 advance health and the prevention or relief of sickness 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.

## Vision Statement

To support and represent hospital, community and other broadcasters to aid patient recovery and promote health and wellbeing to all listeners.

## Mission Statement

To support, inform, represent and develop hospital, community and other broadcaster sectors.

- **Support:** To actively support, encourage and increase the effectiveness level and quality of hospital, community and other broadcasters.
- **Inform:** To identify the challenges facing hospital, community and other broadcasters, and to help them adapt to the changing environment.
- **Represent:** Through collaboration with external stakeholders, liaise with and represent the hospital, community and other broadcaster sectors on relevant projects and policies.
- **Develop:** To provide innovation and initiatives for all hospital, community and other broadcasters.

## Public Benefit

The Trustees regularly review the Association's public benefit in line with Charity Commission guidance and have identified no significant private benefit beyond incidental occurrences during charitable activities.

# Charitable Activities

## Support, Advice & Guidance

In this reporting year, we recruited a new specialist advisor, Kym Ypres-Smith to oversee and offer advice relating to sports broadcasting.

Our Specialist Advisors continued to deliver for our members in their respective areas. One area that is notable is our Charity Governance & Management / Licensing Specialist Advisor Nigel Dallard, who dealt with:

- 9 enquiries relating to music licensing,
- 22 enquiries from 16 stations relating to management/governance issues,
- 3 enquiries in setting up new radio stations.

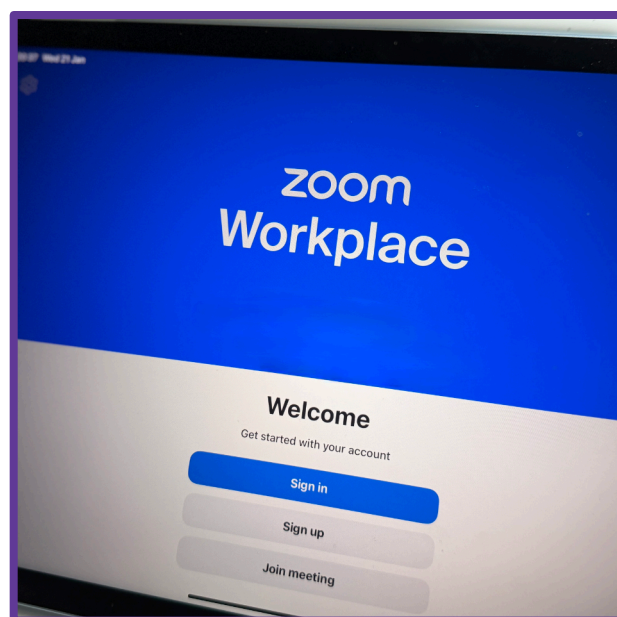
The management and governance issues faced by stations ranged from insurance; the role of trustees; the relationship between the hospital radio station and their NHS Trust or NHS Health Board and constitutional interpretation. Also in this reporting year, we recruited a Sports Broadcasting Specialist Advisor to advise member organisations of sports broadcasting rights and other queries, with work continuing for our fundraising and audio specialist advisors.

Elsewhere, our support continued by providing member organisations shared programming opportunities. In this reporting year, we relaunched the shared programming list on our website, making it easier for our volunteers to update and our members to navigate. Our new website was also launched, providing an inviting front door to those who wish to find out more about HBA or our member organisations. Utilising a new 'Dashboard' area, members are now able to generate their own achievement certificates, update member records, download shared programmes and an array of other documents and materials that they might find useful.

## Zoom Socials

We continued to run our monthly Zoom Socials, providing an opportunity for volunteers from member organisations to get together online to hear from expert speakers in a particular field, or ask questions of HBA Trustees and volunteers directly. Topics have included: How to use your jingle package; grant/funding applications; Honing in on AI; Mastering Advertising & Sponsorship and more.

These still prove a popular way for member organisations and their volunteers to engage with HBA and each other. During the reporting year, 249 volunteers from member organisations attended our Zoom Socials, our Zoom Socials saw 249 attendees, with an average of 17 members being represented throughout the year.





## Annual Conference and the National Hospital Radio Awards

Our 2025 Annual Conference and the National Hospital Radio Awards were held in Hinckley, Leicestershire. Paul Coia, who was the first voice to be heard on Channel 4, delivered our keynote address, talking through his career and taking questions from the floor.

Content at our conference this year included a talk from NHS England on the launch of their new volunteering platform; a session on volunteer engagement lead by one of our own member organisations; a discussion on licensing with PPL, who were also headline sponsors of the conference and a panel discussion with Charles Nove and Steve Hyland, both respected broadcasters, who offered their advice and guidance on how we can transition towards a meaningful future for health and wellbeing broadcasting together.

The weekend accumulated in the 2025 National Hospital Radio Awards, which celebrated volunteers of hospital, health and wellbeing broadcasters from across the country. This year, we invested in professional photographers and videographers, allowing us to not only share professional recordings of each session with stations and those who couldn't attend via our dashboard, but to also help aid the promotion of our annual conference and awards for years to come.

We looked to refresh some awards categories and introduce some new ones too. As such, the John Whitney Award was renamed the HBA Lifetime Achievement Award, while we added a new Unsung Hero category, which was awarded to Spence Canniffe from The Hospital Broadcasting Service in Glasgow for his dedication and commitment to the station.

Listening to our members is important and following their feedback, we restructured the format for Conference in 2025, kicking off with Friday Night entertainment and registration from 4:00pm, while the main day of Conference on Saturday started slightly later with proceedings starting at around 9:45am. We also sought feedback from those who didn't attend the Conference in 2025 to find out why and what we could do to encourage them to participate. The overwhelming feeling amongst those surveyed was the cost of conference, something which we've addressed for our 2026 event, by using some of our Conference Bursary fund to give everyone money off the cost of Conference 2026 across all variations of ticket types.

We were pleased to announce at the end of our 2025 Conference that our 2026 event will be held at the Holiday Inn, Bolton, Greater Manchester in March, as we look to celebrate 100 years of hospital radio.

CELEBRATING

100

years of hospital radio

## Station Visits

We visited several stations throughout the reporting year to attend celebratory events, including station anniversaries and to deliver long service and recognition certificates directly to volunteers. Station visits also formed a pivotal part of the research for our upcoming Impact Report, where we were able to hear stories from volunteers on the frontline.

## Long Service and Recognition Certificates

Our President, June Snowden, was awarded the British Empire Medal (BEM) for services to hospital, health and wellbeing broadcasting in HM The King's New Year Honours List, revealed at the end of 2024.

In The King's Birthday Honours List later in the year, two hospital, health and wellbeing volunteers were awarded the BEM, including Neil Stockton, Chairman of Radio Cherwell based in Oxford and Malcolm Kirby, from Red Dot Radio in Edinburgh.

Alongside those national accolades, many members made use of our new self-serve certificate portal on our website, giving volunteers the ability to recognise their own volunteers for long service or other recognitions throughout the year, with an option to invite a HBA Trustee or volunteer to present the certificate on the station's behalf.

## Communication

We launched our new website, providing members with a new way to gain access to programmes, certificates and documents that will help in their ability to run their stations or produce shows. Our new website is easier to navigate and continues to be an important hub for members organisations, packed with information, advice and guidance. New functionality also includes the ability to generate recognition certificates, and access an interactive shared programme library.

Our monthly newsletter continues to grow in popularity and is now open to anyone who wishes to subscribe. The newsletter is produced by Laura Durrant, our new editor, and now has over 2,000+ subscribers. Aside from the regular newsletters, we send ad-hoc emails to our station administrators and volunteers of stations with a range of information that supports them to run their stations and produce programmes.



Pictured: June Snowden receives BEM from Lord Lieutenant of North Yorkshire, Mrs Johanna Ropner.

## Grants Programme

Our grants programme continues to flourish, with over £12,000 awarded in grants for stations to purchase equipment or other materials required by them which they are unable to afford to purchase from their own funds.

Grimsby Hospital Radio were awarded £3,500 in December 2024 for capital investment into a refresh of their IT systems, while Hospital Radio Basingstoke were awarded £2,000 to contribute to a silence detection unit.

In May 2025, £848.86 was awarded to Radio Wishing Well as capital investment into new playout system computers and in July of the same year, Torbay Hospital Radio were awarded £2,637.60 for an air conditioning system for their studios.



## Stakeholder Engagement

We continued to engage with PPL and PRS For Music and developed new stakeholder relations with several organisations, including the Experience and Partnerships team at NHS England, working closely with their Voluntary Partnerships Manager to encourage our member organisations in England to utilise the new NHS England Volunteering website to help stations recruit volunteers. Nicola Monk, the Voluntary Partnerships Manager also attended our Annual Conference to deliver a session about the new platform and to myth bust and answer queries from stations about their own NHS trusts' take on volunteer recruitment processes (e.g. the requirement to have a blood test etc.)

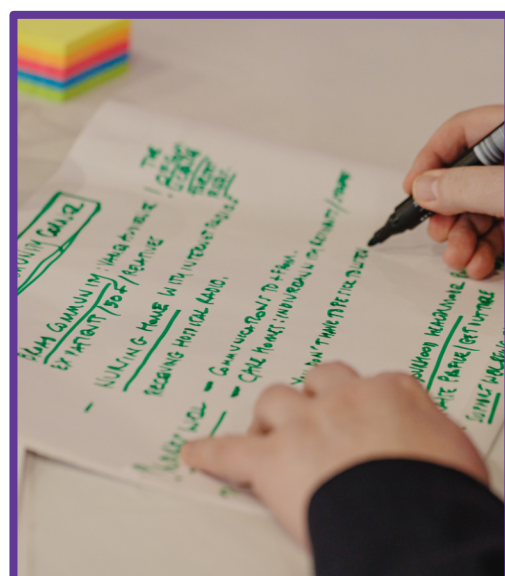
In December 2024, hospital radio was featured in the Christmas edition of the British Medical Journal (BMJ), with a two page spread highlighting the work of hospital radio, our member organisations and their volunteers, citing the importance of our work and the work of our member organisations. The BMJ is the medical professions journal and is read by nearly 80 million users annually online, while the print magazine has a circulation of around 122,000 copies. Our feature was published both online and in the print edition. Shortly after this, we engaged with the Department for Culture, Media & Sport and subsequently hospital radio was mentioned in the House of Lords, further strengthening awareness.

## Impact Study

We commissioned The Researchery to work with us to produce an updated version of our Impact Report. We know the landscape has changed in hospital, health and wellbeing broadcasting since our last report in 2016 and more so since 2020 when our stations and volunteers had to find new ways to broadcast during COVID. Some are still reeling from the effects of not being able to visit wards, while others have adapted and changed the way they operate. This report, when released during the 2025/26 reporting period, will highlight the changing shifts of hospital, health and wellbeing broadcasting, while still highlighting the pivotal role our member organisations play.



Pictured: Anna Hazelwood and Darryl Biggs, from PPL at the HBA Annual Conference, 2025.



Pictured: Delegate participating in The Researchery workshop at the HBA Annual Conference, 2025.

Pictured top left: Nicola Monk, Voluntary Partnerships Manager, NHS England, at the HBA Annual Conference, 2025.

Pictured top middle: Sam Smette, HBA Chair of Trustees, delivering a welcome to our Annual Conference in 2025.

Pictured top right: Dr. Cat Walker from The Researchery, delivering a session for members at our 2025 Conference.

# Strategy

In May 2025, the Trustees updated their strategic objectives from July 2024. Our work towards these objectives has been referenced in the Charitable Activities section of this report, however below is an overview of the updated objectives and actions within:

## Communication

**Objective:** Strengthen relationships with existing and potential stakeholders.

There has been a continued focus on improving internal and external communication and engagement with HBA volunteers, member organisations and stakeholders. During the year, regular email updates and newsletters were re-established, alongside increased use of social media to share information and opportunities.

The Board has also begun to consider how member engagement might be strengthened over time through a combination of regional activity, following feedback from our members, as well as how external media and PR activity could help raise awareness of the role and impact of hospital, health and wellbeing broadcasting.

## Governance

**Objective:** Enhance governance and board effectiveness.

Work has continued to focus on strengthening governance and leadership, with particular emphasis on trustee development and effective governance practice. Trustees explored relevant training opportunities and sources of governance support, alongside reflection on board skills and composition. Diversity and inclusion continue to be important considerations in supporting effective leadership and decision-making.

## Stakeholder Engagement

**Objective:** Strengthen relationships with existing and potential stakeholders.

Relationships across health, broadcasting and government have continued to develop. Engagement included dialogue with organisations such as PPL and NHS, as well as written communication with MPs and government departments, including a meeting with the Department for Culture, Media and Sport. HBA and hospital radio were also referenced in wider parliamentary discussion, contributing to broader awareness of the sector. Initial work to develop and share evidence of impact has taken place and will continue to evolve as part of a longer-term strategic approach.

## New Technology for Members

**Objective:** Leverage new technologies to improve broadcasting and support for members.

The Trustees continue to explore how new and emerging technologies could support member organisations in delivering health and wellbeing content. During the year, this included activity to raise awareness of digital developments, such as AI, through conference sessions, online events and informal member discussions. The Board is also mindful of the potential for shared tools or platforms to support collaboration in future and continues to keep this under review.

## Growth

**Objective:** Expand HBA's reach into health and wellbeing community broadcasting.

HBA has looked at opportunities to support sustainable growth and extend its reach within health and wellbeing community broadcasting. Early-stage conversations took place with sector bodies such as the UK Community Radio Network and the Community Media Association, alongside engagement with potential partners and sponsorships through conference activity. These discussions inform longer-term thinking around partnerships, profile and organisational sustainability.



# Accounts and financial statements

Year Ending 31 August 2025

# Financial Review

The Statement of Assets and Liabilities on page 16 shows the Association at the end of the financial period with a deficit of £40,201. This is higher than last year due mainly to the costs of developing and launching our new website and updating our research into the impact of hospital radio, which is due to be published next year.

We also reverted to our 2-day annual conference at Hinckley and provided a true gala event with excellent attendance and included interesting speakers, exhibitors and presentation of the National Hospital Radio Awards.

We were also very successful in promoting the grants and bursaries scheme this year. Funds were allocated to station grants for various improvements and developments, while bursaries were offered for volunteers to attend the conference and experience the atmosphere, participate in networking and attend informative workshops and seminars to help develop both technical and personal skills. We are grateful for the continued support of PPL which has allowed us to fund such worthy cases.

The Association has a set of Financial Management Policies which define the controls to be implemented to ensure that the Association's assets are secure. These policies meet all the requirements of the Charities Act 2011 and the Charity Commission guidelines "Internal Financial Controls for Charities".

The Association has a Financial Reserves Policy which details the reasons why it needs to retain a certain level of reserves to enable it to continue to operate in case of certain eventualities. The policy meets the Charity Commission guidelines "Charities and Reserves".

In preparing this report, the Trustees have opted for independent examination under the Charities Act 2011 and to use receipts and payments accounting.

The Trustees confirm that all the relevant information has been made available to the Association's advisers to assist in the preparation of the attached financial statements.

Approved by order of the Trustee Board and signed on its behalf by:



**Sam Smette**  
Chair of Trustees



**Robert Crow**  
Treasurer

# Receipts and Payments Accounts

## **RECEIPTS AND PAYMENTS ACCOUNT**

For the Year Ended 31st August 2025

		<b>2024/25</b>			<b>2023/24</b>
	<b>NOTE</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>INCOME</b>					
Corporate Support		-	27,500	27,500	25,000
Donations & Sale of Goods		297	-	297	21
Membership Subscriptions	<i>Note 1</i>	5,874	-	5,874	8,725
Member Events	<i>Notes 2, 10</i>	20,382	-	20,382	16,760
Interest		8,899	-	8,899	6,794
		<b>35,452</b>	<b>27,500</b>	<b>62,952</b>	<b>57,300</b>
<b>EXPENDITURE</b>					
<b>Charitable Expenditure</b>					
Member Events	<i>Note 3</i>	32,758	21,919	54,677	22,744
Member Services	<i>Note 4</i>	1,471	8,986	10,457	3,251
Projects	<i>Note 5</i>	22,206	-	22,206	26,390
Stakeholder Relations	<i>Note 6</i>	-	-	-	-
Communications	<i>Note 7</i>	148	-	148	351
Corporate Services	<i>Note 8</i>	4,281	-	4,281	3,610
		<b>60,864</b>	<b>30,905</b>	<b>91,769</b>	<b>56,346</b>
<b>Governance</b>					
Governance Expenses	<i>Note 9</i>	1,384	10,000	11,384	7,519
		<b>62,248</b>	<b>40,905</b>	<b>103,153</b>	<b>63,865</b>
<b>SURPLUS OF INCOME OVER EXPENDITURE</b>					
		<b>(26,796)</b>	<b>(13,405)</b>	<b>(40,201)</b>	<b>(6,565)</b>
Transfers between funds	<i>Note 10</i>	-	-	-	-
Total funds brought forward		145,957	15,437	161,393	167,958
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>119,161</b>	<b>2,032</b>	<b>121,192</b>	<b>161,393</b>

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

# Statement of Assets & Liabilities

## **STATEMENT OF ASSETS & LIABILITIES**

**As at 31 August 2025**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
	£	£	£
<b><u>Opening Balances on 1st September 2024</u></b>			
CAF Cash current account	8,264	-	8,264
Close Brothers	50,534	22,225	72,759
Aldermore Easy Access	19,111	-	19,111
Aldermore 1 yr Fixed	60,671	-	60,671
PayPal	588	-	588
	<u>139,168</u>	<u>22,225</u>	<u>161,393</u>
<b><u>Add:</u></b>			
Financial results for this year	(26,796)	(13,405)	(40,201)
Transfers between funds	-	-	-
<b>Cash Funds at year end</b>	<u>112,372</u>	<u>8,820</u>	<u>121,192</u>
<b><u>Closing balances on 31st August 2025</u></b>			
CAF Cash current account	8,894	-	8,894
Close Brothers	70,285	8,820	79,105
Aldermore Easy Access	33,144	-	33,144
Stripe	49	-	49
	<u>112,372</u>	<u>8,820</u>	<u>121,192</u>

The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at year end the CIO did not have any outstanding guarantees to third parties nor any debts secured on assets of the CIO.

For further information regarding the restricted funds, see Note 10. All other funds held at year end are unrestricted and available to be applied in furtherance of the Association's charitable objectives at the discretion of the Trustees.

### **ASSETS RETAINED FOR THE ASSOCIATION'S OWN USE**

IT Equipment, 2 x laptops & an assortment of cables and accessories

Audio Equipment - 2 x PA amplifiers & Speakers with an assortment of Mics, Stands & cables

Display Equipment - A selection of roll up banners

Power - A range of mains extension leads, cable protector & safety cutout

Signed on behalf of the Trustees:



.....  
Sam Smette  
Chair  
01-Sep-25



.....  
Robert Craw  
Treasurer  
01-Sep-25

# Notes to the accounts

## NOTES TO THE ACCOUNTS

For the Year Ended 31st August 2024

			<u>2024/25</u>	<u>2023/24</u>
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	£	£	£	£
<b>1. MEMBERSHIP INCOME</b>				
Subscriptions - Full Members	5,859	-	5,859	8,685
Subscriptions - Associate Members	15	-	15	40
	<b>5,874</b>	<b>-</b>	<b>5,874</b>	<b>8,725</b>
<b>2. MEMBER EVENTS INCOME</b>				
Awards Sponsorship	1,800	-	1,800	5,000
Conference Delegate Fees	16,660	-	16,660	11,590
Conference Sponsorship/Tradeshaw	1,922	-	1,922	170
	<b>20,382</b>	<b>-</b>	<b>20,382</b>	<b>16,760</b>
<b>3. MEMBER EVENTS EXPENSES</b>				
National Hospital Radio Awards	1,297	5,000	6,297	14,408
Conference (Includes Part Deposit for 2026)	31,077	-	31,077	8,151
Volunteer Development	-	14,073	14,073	
Conference Bursaries	-	2,846	2,846	
Transaction Fees - Conference	384	-	384	185
	<b>32,758</b>	<b>21,919</b>	<b>54,677</b>	<b>22,744</b>
<b>4. MEMBER SERVICES EXPENSES</b>				
Station Grants		8,986	8,986	1,848
Long Service Certificates	183	-	183	66
Services	783	-	783	783
Travel & Subsistence	505	-	505	468
Transaction Fees - Membership Subscriptions		-	-	86
	<b>1,471</b>	<b>8,986</b>	<b>10,457</b>	<b>3,251</b>
<b>5. PROJECTS</b>				
New Website	16,081		16,081	18,513
Impact Report Research	6,125		6,125	7,877
	<b>22,206</b>	<b>-</b>	<b>22,206</b>	<b>26,390</b>
<b>6. STAKEHOLDER RELATIONS EXPENSES</b>				
Events & Ambassadorial Meetings	-	-	-	-
Printing, Postage & Stationary	-	-	-	-
Travel & Subsistence	-	-	-	-
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>7. COMMUNICATIONS EXPENSES</b>				
Marketing	148		148	351
	<b>148</b>	<b>-</b>	<b>148</b>	<b>351</b>
<b>8. CORPORATE EXPENSES</b>				
IT Costs	1,547		1,547	2,116
Bank Charges	783		783	65
Printing, Postage, Stationary & Telephone	1,318		1,318	424
Training - Development	89		89	924
Travel & Subsistence	305		305	81
Volunteer's Meeting	239	-	239	
	<b>4,281</b>	<b>-</b>	<b>4,281</b>	<b>3,610</b>

# Notes to the accounts

## 9. GOVERNANCE EXPENSES

Auditor's Fees	245		245	1,080
Insurance	777		777	627
Membership & Registration Fees	91		91	152
Trustee Board Meetings	76	10,000	10,076	5,298
AGM Meeting	195		195	222
Trustee Training	-	-	-	-
	<b>1,384</b>	<b>10,000</b>	<b>11,384</b>	<b>7,379</b>

10. MOVEMENTS IN RESTRICTED FUNDS	Bal B/fwd	Receipts	Payments	Transfer	Bal C/fwd
	£	£	£	£	£
Hospital Radio Grants	15,652	5,000	11,832	-	8,820
Volunteer Development	6,573	7,500	14,073	-	-
HBA Core Funding	-	10,000	10,000	-	-
National Hospital Radio Awards	-	5,000	5,000	-	-
	<b>22,225</b>	<b>27,500</b>	<b>40,905</b>	<b>-</b>	<b>8,820</b>

The restricted funds listed above result from a grant from Phonographic Performance Ltd (PPL), one of the UK's music copyright collecting bodies. PPL has requested that proportions of the grant be allocated to different aspects of the Association's work, as follows:

- sponsorship of the National Hospital Radio Awards
- grants for hospital radio stations facing financial hardship and conference bursaries for volunteers unable to afford the cost of attending;
- development and training of HBA & hospital radio volunteers including travel and subsistence expenses for HBA volunteers;
- administrative support for HBA's role supporting and representing hospital radio in the UK.

## 12. TRUSTEES' EXPENSES

This is a summary of amounts claimed to re-imburse payments incurred whilst carrying out on HBA business or purchases of equipment for the HBA

Sam Smette	2,513
Ian Pinnell	1,225
Lee Thomas	2,393
Robert Crow	3,181
Roy Dickel	803
Kirsten Karron	186
Gareth Hurford	349
	<b>10,650</b>

## 13. TRUSTEES' INDEMNITY INSURANCE

The Trustees have purchased a comprehensive package of insurance cover at a very competitive rate, including insurance to indemnify the Trustees against the consequences of any neglect or default on their part. After careful consideration, the Trustees have concluded that purchasing this comprehensive package of insurance cover is the most cost-effective means of insuring the Association, and that the consequential personal benefit to themselves is in the best interests of the charity.

## 14. ACCOUNTING POLICIES

The Association is a Charitable Incorporated Organisation and, as such, is governed by the Charities Act 2011. As it has both a gross income and a total expenditure of not more than £250,000 per annum, section 133 of that 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.

# Independent examiner's report



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Independent examiner's  
report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/  
members of

National Association of Hospital Broadcasting Organisations

On accounts for the year  
ended

31st August 2025

Charity no  
(if any)

1015501

Set out on pages

15-18

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 08 / 2025

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: *JM Warren*

Date: 16/10/2025

Name: Joanne Warren

Relevant professional  
qualification(s) or body  
(if any):

MAAT - Member of the Association of Accounting Technicians

Address: JMW Accounting

35 Hyperion Lane, Brackley

Northamptonshire, NN13 6FU



**HBA**  
Female Presenter of the Year  
The Top 10

**HBA**  
Female Presenter of the Year  
The Top 10

# HBA

Trustees Annual Report & Accounts  
Year Ending 31 August 2025

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