Radio Clatterbridge
Charity Trustee Annual Report

Year ending
31st December 2025

Charity Trustee Annual Report
Year ending 31st December 2025

RADIO CLATTERBRIDGE		
Registration number	1193513	
Address	RADIO CLATTERBRIDGE THE STUDIOS WIRRAL UNIVERSITY TEACHING HOSPITAL NHS FOUNDATION TRUST CLATTERBRDIGE HEALTH PARK WIRRAL CH63 4JY	
Telephone Text Email Website	(0151) 334 4980 SMS (07743) 404 052 studios@radioclatterbridge.co.uk radioclatterbridge.co.uk	
Trustee names and executive committee positions held in the charity as at 31st December 2025	Mike Shepherd Paul Size Ron Berkeley (Non-Trustees) Mandy Shepherd Dave Adams	Chair of Trustees and Programme Controller Treasurer Station Engineer Station Representative Secretary

Charity Trustee Annual Report
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1.0 Structure and details on how it is managed, including how we recruit trustees and membership

Membership

Radio Clatterbridge is a voluntary organisation and registered charity. It is run by a diverse team of 33 volunteers.

Membership is open to individuals 18 or older and is granted at the discretion of the Executive Committee, which looks for volunteers willing to contribute their time to help deliver to the organisation's goals.

Members of the organisation are subject to Wirral University Teaching Hospital NHS Foundation Trust recruitment requirements and undergo full Disclosure and Barring Service (DBS) checks. Our members are required to complete an Occupational Health questionnaire and a range of core training modules as part of The Trust's recruitment process.

New volunteers are required to undertake a 3-month probationary period, before full membership is granted. In the case of a person transferring membership from another hospital radio service which is affiliated to the Hospital Broadcasting Association (HBA), the Executive has the right to waive the probationary period.

The organisation is led by an Executive Committee made up of the Chair of Trustees/Programme Controller, Treasurer and Station Engineer, who serve as the Charity Trustees. They are supported by a Station Representative and a Secretary. Only Full members of the organisation, having given at least 12 months service to the station, may serve on this Executive.

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1.0 Structure and details on how it is managed, including how we recruit trustees and membership (cont.)

The Executive Committee & Charity Trustees

The Chair of Trustees shall be responsible for the overall direction of the organisation and ensures it operates in line with our constitution. 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 income and expenditure, maintaining accurate and up to date financial accounts. The Treasurer will present the charity financial report at the Annual General Meeting. As a member of the Executive Committee, the Treasurer must ensure that the objectives of the organisation are met adequately and automatically assumes leadership of the organisation in the absence of The Chair of Trustees.

The Programme Controller shall be responsible for the broadcast service; ensuring OFCOM regulatory obligations are met, and we deliver a broadcast output which continues to evolve, identifying opportunities for listener interaction and special programmes in tune with our audience needs and requirements. As a member of the Executive Committee, the Programme Controller must ensure that the objectives of the organisation are met adequately.

The Station Engineer ensures our broadcast service is sustained to comply with our broadcast licence and holds responsibility for all transmission and studio equipment.

The Trustees are supported on the Executive Committee by the Station Representative and a Secretary.

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 membership.

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2.0 Activities and objectives

Radio Clatterbridge is a hospital community radio station and registered charity, broadcasting to Clatterbridge Health Park, Wirral.

The Organisation is run by a team of dedicated volunteers, supported by fundraising, donations and programme sponsorship from local businesses.

Founded in 1951, Radio Clatterbridge is the longest serving UK hospital radio station and a member of the National Hospital Broadcasting Association (HBA).

We are a Charitable Incorporated Organisation (CIO) run entirely by volunteers dedicated to providing a round-the-clock broadcasting service.

Our programme output features a blend of music, conversation, local interviews, entertainment and information. Hourly live news and sport bulletins provided by Radio Newshub keep our listeners well informed.

Our team of volunteers give their spare time to present, assist on programmes, visit the wards to collect requests and dedications, conduct interviews and support fundraising activities. We receive funding from our membership, as well as donations and grants, and receive financial support from organisations on the health park, local businesses through programme sponsorship and public donations made by The Wirral community.

The objectives of the Organisation shall be to provide high-quality localised broadcasting to the Clatterbridge Health Park, through entertaining and informative live or pre-recorded 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 patients, staff and visitors.

Radio Clatterbridge continues to deliver on this obligation. The organisation plays a key role at the heart of the Clatterbridge community serving the patients, staff and visitors to Clatterbridge Health Park, Wirral, UK including Clatterbridge Cancer Centres Wirral & Liverpool.

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3.0 Achievements and performance, including reporting on its public benefit

Programmes Insight

Radio Clatterbridge broadcasts 24 hours a day. We provide a mix of live and pre-recorded programmes.

Community News - delivers public health messages on behalf of the NHS. Bulletins also feature valuable local information, advice and guidance for patients, staff and visitors. The Community News provides airtime opportunities for local charities and support organisations to promote their services.

Team of the week - acknowledges the hard-working members of NHS staff across the health park. The feature showcases the work of a particular team and staff members select five of their favourite songs which we play as part of our weekday live ***Coffee Club*** programme.

Midday Memories - takes the listener on a musical journey through the decades.

Each weeknight, ***Live From The Bridge*** ends the day with a blend of music, quiz questions and conversation.

At weekends, a magazine programme - ***In the Mix*** provides a range of music, requests and features.

2025 has seen more specialist and live programmes plus a return to Outside Broadcasts which have been very well received. Volunteer training has been expanded and our new Chair, Mike Shepherd, has overseen a complete review of our output.

Requests

Radio Clatterbridge played **926** personal requests and dedications for patients, staff and visitors in 2025. Tina Turner's 'The Best' topped the chart. Regular ward visiting, meeting and engaging with patients remains a vital part of the support we provide as part of our service. The most requested songs featured in a special countdown programme which aired over the Christmas period.

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3.0 Achievements and performance, including reporting on its public benefit (cont.)

Connecting with our audience

In 2025, Radio Clatterbridge was awarded Silver Station of the Year by the Hospital Broadcasting Association (HBA) recognising the quality of our output providing great music and companionship. One of our members, who has devoted 50 years of service, also received their inaugural Lifetime Achievement Award.

Fundraising, Sponsorship & Community Engagement

The charity acknowledges the continued support received from our long-term station sponsors, Home Instead and Cato Crane Auctioneers.

We have continued our bucket collections at supermarkets including a substantial £835 raised at a local Tesco pre-Christmas. Some members donned Fancy Dress and this all-day event included live broadcasting to the shoppers and staff. We hosted the Mayor's Christmas Charity Fair and have been invited back next year.

One of our live broadcasts came from The Spider Project in Birkenhead. It is an award-winning creative arts and wellbeing recovery project.

A talk to a local Church Ladies Group about the work of the radio station was well received and we have had a regular article published in the widely distributed free 'Love Wirral' magazine updating the local community on our news and events.

2026 will be a landmark year in our history, as the station celebrates 75 years of broadcasting. A 75-hour live broadcast, new on-air image branding, a free listener commemorative booklet and a curated history will all be presented to mark our special anniversary year.

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4.0 Financial Report

Year ending
31st December 2025

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

Financial Statements reported to AGM on 30/01/26

Charitable Incorporated Organisation 1193513

RADIO CLATTERBRIDGE – End of Year Accounts for 2025			
CAF BANK CASH			
EXPENSES		INCOME	
	£		£
		Opening Balance (CAF cash) 01/01/25	***1,125.68***
Account fee – CAF Bank	**60.00**	Sponsorship of programmes	**1,200**
Phone & Broadband – BT Business	**683.16**	Donations (including membership subs)	**1,881.07**
PPL	**1,119.60**	Donations - Bucket Collections (cash)	**1,408.56**
OFCOM	**350.00**	Donations - Bucket Collections (sum up POS)	**155.40**
HBA membership	**50.00**	Easy Fundraising	**119.63**
Squarespace – Website costs	**204.00**	HMRC (VAT refunds)	**348.14**
PAC – Website costs	**71.52**	St. Barnabas Church Ladies Group	**100.00**
Zfast - Webstream	**100.80**	Lloyds Bank Foundation	**500.00**
APP - Broadcast Radio	**598.75**		
Output software - Mixcould	**79.00**	Transfers from CAF Savings account	***552.77***
Listen again – Hippynet	**199.90**		
Teamviewer	**228.96**	Interest	***2.02***
Radio Newshub	**380.00**		
Dropbox	**95.88**		
Spotify	**99.00**		
Headphone repairs	**134.02**		
Radio charger cables	**37.96**		
Sum-up POS	**22.80**		
Accounting software – Anna money	**23.40**		
Insurance – Zurich	**180.75**		
Station Alarm – Atlas	**756.00**		
Macmillan Donation – 24 hr broadcast	**327.73**		
Transfer to CAF Gold Account			
Closing Balance (CAF Cash) 31/12/25	**1590.04**		
	7,393.27		**7,393.27**

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Charitable Incorporated Organisation 1193513

RADIO CLATTERBRIDGE - End of Year Accounts for 2025			
CAF BANK GOLD SAVINGS ACCOUNT			
EXPENSES		INCOME	
	£		£
		Opening Balance (CAF Gold) 01/01/25	*10,000.00*
		Interest (26/03/25)	**52.77**
		Interest (26/06/25)	**47.16**
		Interest (26/09/25)	**44.10**
		Interest (26/12/25)	**41.85**
Transfer to CAF Bank A/C (31/03/25)	£52.77		
Transfer to CAF Bank A/C (08/04/25)	£500.00		
Closing Balance (CAF Gold) 31/12/25	***£9,633.11***		
	10,185.88		10,185.88

Total Financial Assets – closing balances 31st December 2025	
Current Accounts (CAF Cash)	£ 1,590.04
Deposit Account (CAF Gold)	£ 9,633.11
Total	**£ 11,223.15**



RADIO CLATTERBRIDGE
THE STUDIOS
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