

HEREFORD HOSPITAL



ANNUAL REPORT

Ending December 2025

Registered Charity 510972

www.hhr.org.uk

Contents

1. Chairman's Report
2. Treasurer's Report
3. Broadcast Report
4. Personnel Report
5. Fundraising Report
6. Press and Publicity Report
7. Technical Report
8. Minutes of AGM 30th March 2025

Chairman's Report

This last year has been a positive year for the future of Hospital Radio. Through the guidance of your committee, we have looked to change the focus of the Charity to be a Health and Well Being Broadcasting Service for Herefordshire.

We have structured the Station to have improved Health Care and Well-Being messaging, but also working directly with the Trust been able to support the work of the hospital when they are in a heightened status, where the ER department is in need to support of the community

The committee met at regular intervals during the year, in line with the constitution, and over the year managed activities of the charity

Our audience in improving both at the Hospital and online, and our new website has provided some potential leads for the income in 2025

Our relationship with our trust remains positive to that end Hospital Radio were asked to host the Christmas Meal for all the Hospitals volunteers. Thanks to Andy who also attended.

One of the Grant providers raised their concern that we did not have the number of Trustees as per our constitution and we do need to look to ensure we have the correct Governance in place.

I need to extend my thanks to the committee of Trustees who have supported your charity for the last year, Thank you Peter & Danny. Without your guidance and candor, we would not got thro the year.

Chris Hughes
Chairman

Treasurer's Report

The accounts for 2025 can be found on the next 4 pages, and I hope that they can provide some detail into how the Charity has performed financially over the twelve months.

You will note we have had an income of £37085. (Provided by an Eveson Grant of £14406 and a Lottery Grant of £20000. As a organisation we raised £2.6K in these challenging times (a net increase of £200 compared to 2024.)

The two Grants are for a specific project to support upgrades on equipment (Window 10) and the new Health Care and Wellbeing radio (Wye Valley Radio)

We as an organisation need to be mindful of the running costs of our operation and now start to seek other ways to generate our income, to offset these costs.

On behalf of the Trustees

HEREFORD HOSPITAL RADIO SERVICE
INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF
HEREFORD HOSPITAL RADIO SERVICE
YEAR ENDED 31ST DECEMBER 2025

Responsibilities and basis of report

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

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

Independent examiners' statement

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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Andrew Winterburn Ltd
Chartered Accountants
Broad Street Chambers
BROMYARD

19th March 2026

HEREFORD HOSPITAL RADIO SERVICE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2025

| | Notes | Total Funds 2025 £ | Total Funds 2024 £ |
|--|-------|--------------------------|--------------------------|
| Incoming resources | | | |
| Donations | 1.1 | 1,674 | 1,591 |
| Restricted funds:- | | | |
| The Eveson Trust | | 14,406 | - |
| Lottery Main Grant | | 20,000 | - |
| Activities to generate funds: | | | |
| Subscriptions | | 280 | 210 |
| Sponsorship | | - | - |
| Ledbury Carnival | | 725 | 690 |
| Total incoming resources | | 37,085 | 2,491 |
| Resources expended | | | |
| Costs of activities for charitable events: | | | |
| Insurance | | 163 | 410 |
| Computer Costs and Consumables | 2.1 | 841 | 638 |
| Purchase and Repair of Equipment | 2.2 | 1,596 | 143 |
| Software engineer | | - | 48 |
| PRS Licence | | 211 | 226 |
| HBA Membership | | 50 | 50 |
| PPL Licence | | 667 | 667 |
| Radio News Hub Licence | | 350 | 241 |
| Broadcast Radio BR Live Rental | | 81 | 79 |
| Rosko Shows | | 90 | 90 |
| TV Licence | | 172 | 164 |
| Community Media Association | | 80 | 70 |
| Broadcast Radio Annual Sub | | - | 108 |
| Real VNC | | 341 | 339 |
| Advertising - Deva Web | | 102 | - |
| Equipment Hire | | 250 | 250 |
| Myriad Licences | | 556 | 541 |
| Music | | 20 | 27 |
| Repayment of grant | | - | 12,000 |
| Management and administration: | | | |
| Telephone and internet | | 295 | 289 |
| AGM Expenses (inc room hire) | | - | 10 |
| Sundry Expenses | | 29 | - |
| Total resources expended | | 5,894 | 16,390 |
| Net incoming/(outgoing) resources | | 31,191 | (13,899) |
| Total funds brought forward | | 8,787 | 22,686 |
| Total funds carried forward | | 39,978 | 8,787 |

HEREFORD HOSPITAL RADIO SERVICE

**BALANCE SHEET
AS AT 31ST DECEMBER 2025**

| | 2025 | | 2024 | |
|-----------------------------------|--------|--------|-------|-------|
| | £ | £ | £ | £ |
| Current assets | | | | |
| Debtors and prepayments | 1,020 | | 1,185 | |
| Community Directplus Bank Account | 38,958 | | 7,602 | |
| | <hr/> | | <hr/> | |
| | 39,979 | | 8,787 | |
| Current liabilities | | | | |
| Creditors and accruals | - | | - | |
| | <hr/> | | <hr/> | |
| | | <hr/> | | <hr/> |
| | | 39,979 | | 8,787 |
| | | <hr/> | | <hr/> |
| | | <hr/> | | <hr/> |
| Funds | | | | |
| Unrestricted fund | 5,573 | | 8,787 | |
| Restricted fund | 34,406 | | | |
| | <hr/> | | <hr/> | |
| | | <hr/> | | <hr/> |
| | | 39,979 | | 8,787 |
| | | <hr/> | | <hr/> |
| | | <hr/> | | <hr/> |

Approved by the members and signed on their behalf by:

C Hughes
Treasurer

19th March 2026

HEREFORD HOSPITAL RADIO SERVICE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2025

1. ANALYSIS OF INCOME

1.1 Donations

| | |
|-------------------------|-------|
| Gift Aid | 207 |
| Ross Lions | 300 |
| Shaw Group | 450 |
| Radio News Hereford Ltd | 80 |
| Sumup | 536 |
| Other | 101 |
| | <hr/> |
| | 1,674 |

2. ANALYSIS OF EXPENDITURE

2.1 Computer costs and consumables

| | |
|-------------------------------|-------|
| 'Go to Meeting' subscriptions | 66 |
| Website expenses | 560 |
| Smart phone radio app | 144 |
| Thimeo audio software | 34 |
| Router | 28 |
| Ink | 8 |
| | <hr/> |
| | 841 |

2.2 Purchase and repair of equipment

| | |
|--------------------------------|-------|
| Equipment maintenance | 541 |
| Mixer for studio | 517 |
| Microphone, Ear Phones, Cables | 158 |
| Shelving Unit | 161 |
| New Computer | 220 |
| | <hr/> |
| | 1,597 |

3. CAPITAL EXPENDITURE

Consistent with the accounting policy in previous years, capital expenditure is written off against income in the year that the expenditure occurs and is not carried forward as a fixed asset in the Balance Sheet.

However, the following are regarded as fixed assets of Hereford Hospital Radio Service:

As valued by the members at replacement cost as at 31st December 2025

| | |
|-----------|--------|
| Equipment | £ |
| | 17,899 |
| | <hr/> |

Broadcast Report

The post of Broadcast Manager has been managed by the Trustees.

We have continued to ensure we have 40+ new tracks of music added each month, so we stay current. WE have upgraded our online messaging to move to WhatsApp 01432 621211; these can be used for messaging and voice notes.

We are now taking the Word on Health programming this is provided by Paul Pennington, and this is weekly topical health report. It compliments our existing Dr Hilary Jones Material

We are pleased to welcome new members to the organisation and hope they will be on air soon.

On behalf of the Trustees

Personnel Report

The process of onboarding has significantly improved at the Trust, and the team have worked well with us to onboard new members. This has been a positive step

Members need to be mindful that when the Trust requests us to undertake training this is that they are bound with specific procedures. Please help them.

Danny Lister
Personnel Manager

Fund Raising Report

We have had several sponsorship opportunities that have provided some income (Platform Housing – Cathedral Park) and (Shaw - Ledbury Nursing Home). We attended Ross Lions Firework event and the Ledbury Carnival. We also raised some funds from NHS England from some promotions that were broadcast in December.

On behalf of the Trustees

Press & Publicity Report

We have continued to use our Socials (Facebook/Instagram) to share our news across the Internet. We are planning to purchase a new Popup that can be used to support the work of the station. We are keen to get more volunteers involved in supporting us with this for the coming year.

On behalf of the Trustees

Technical Report

There has been a number of threads for the Technical area of HHR .

Technical Issues

These have been addressed where we can, but please continue to report

New Project Work

WE are finalising the plans for the new equipment funded by the Eveson and Lottery Grants, these will be shared soon.

Remote Programming

We now have a USB Headset and Microphone to enable us to cover live events. These have been tested with the Clean Feed and WhatsApp PC . We are looking to purchase a number of these for presenters to use.

Chris Hughes

On behalf of the Trustees

Annual General Meeting Minutes Sunday 30th March 2025

1. **Present** - Chris Hughes, Andy Williams, Danny Lister, Kelly Richards
2. **Apologies for absence** Pete Trigg, Sheldon Donovan, James Gethin-Lewis, Patrick Gethin-Lewis, Ben Coleman, Peter Orme, Sarah Orme, Jesse Norman, Niki Andrews.
3. **Minutes of the last meeting.**

Proposed by Andy Williams

Seconded by Danny Lister

These were approved by all Members

4. **Chairman's Report:**

Nothing further to add

5. **Treasurer's Report**

Nothing further to add
The Accounts were
Proposed by Andy Williams, Seconded by Danny Lister
These were approved by all members

6. **Broadcast Manager's Report**

Nothing further to add

7. **Personnel Manager's Report**

Nothing further to add

8. **Fundraising Manager's Report:**

Danny L - Consideration should be made for online fund raising - using social media. To be added to agenda for next year.

9. **Technical Manager's Report:**

Alexa Radio Skill – This now works on all Alexa devices by calling Alexa Hereford Hospital Radio

10. **Formal vote for all the Reports**

Proposed by Kelly Richards
Seconded by Danny Lister
These were approved by all Members.

11 **Long Service Awards**

The following were presented with Long Service Awards by the HBA.
Andy Williams 40 years, Chris Hughes 35 years, Peter Orme 30 years, Sarah Orme 30 years, Ben Coleman 25 years, Pete Trigg 15 years, Niki Andrews 15 years, Kelly Richards 10 years, James Gething Lewis 5 years. Congratulations One and all!

12. **Annual Review of Membership Fees**

The outgoing Committee proposed that the membership fees should remain unchanged at £30 for broadcast members and £10 for non-broadcast members. No further suggestion was forthcoming and the members agreed to the fees remaining unchanged.

13 **Nominations for forthcoming Committee for 2025**

Chairman - Chris Hughes
Secretary - Peter Orme
Personnel Manager - Danny Lister
Treasurer – None Broadcast Manager – None, Fundraising Manager - None
Press and Publicity Manager – None, Technical Manager – None

14 Results of the Election

As none of the positions were contested a vote was not required and those nominated will form the new committee and Trustees of HHR. The incoming Committee would welcome help from others who, if appropriate, could be co-opted onto the committee.

15 AOB/General Discussion Items

Chris Hughes – New project to update all the Windows 10 computers at the Studio, will also include enabling a split service for Wye Valley Radio. Operating costs for 3 years for Myriad Licensing is also included. This has been submitted to the Eveson Trust,

Chris Hughes – James Newby CEO of NMITE is keen to support his university students in volunteering at HHR. We need to plan this well, and understand any concerns the WVT may have.

Andy Williams – Mouse studio is not well, looks like its lateral movement is no longer functioning. Kelly will investigate option here.

Kelly Richards – Some tracks are a little loud, Kelly to advise Chris so this can be addressed.

Kelly Richards – Can we get some more 80/90s as we need some more please (Kelly will look at Amazon music to scope out what artists are missing)

Kelly Richards – Happy to help creation of promo material for HHR

Chris Hughes – Platform Housing has started a Sponsorship package with us, this is for £500 for the year and they paid separately for the professional recording.

Danny suggest we can share this on our socials

15. Meeting ended at 15.57

Hereford Hospital Radio
Registered Charity Number 510972
President Jesse Norman MP
www.hhr.org.uk
© Hereford Hospital Radio 2025