



**Gloucester FM  
Report 2018-2019**

## Acknowledgements

Carol Francis	Matthew Cornwall
Chris Maltby	Vere Richards
Pauline Reynolds	Errol Sayers
Reverend Babs	Kevin Esson
Hazel Golden	Reg Thompson
Annette Harris	Zoe Duffield
Sajid Pandore	Jerry Hipkiss
Jacky Francis	Derick Williams
Emma White	Gary Thomas
Eric Newell	Clare Bourne
Helen Williams	Terry Cooper
Stantek Electronics	JNBS UK
Cheltenham Chase Hotel	Green Square
am-pm design & print	K T Travel
Daveys Maintenance	HATS
Charmaine Thomas	Three Counties
New Generation Art	gch
Palms Catering Services	GWR
Diamond Hair Salon	Cineworld
The Oldham Foundation	Tesco

**Sincere thanks to everyone that participated in delivering, music, news, information, advice and interacted with the community on GFM**

The object for which the company is established are to advance the education of the public and in particular the black and ethnic minority and disadvantaged communities in the city of Gloucester and to contribute to their well being by the provision of a community radio

Invest in people that are involved in the organisation, assessing, evaluating and customising training inatives to make it assessable and relevant to GFM presenters / volunteers whenever possible as follows:

Technical production and studio skills  
Interviewing and presenting  
Understanding radio, community and commercial

Provide and play a professional blend of music of black origin, news, information and advice that will ensure audience participation - providing pleasure to the listener and an audience for perspective advertisers

Ensure a minimum of 5 places for presenters / volunteers between the age of 16-25 who can go on and pursue a career in broadcasting and a minimum of 2 female presenters

Endeavour to broadcast programmes that will empower listeners either through music played or information provided for our multi cultural community

Provide helpline numbers for Alcohol and Drug Abuse, Aids, Careline, Confidential Counselling, Rape crisis Line, Victims of Crime, Sickle Cell and whatever may be deemed necessary to the community

GFM is committed to proving equality of opportunity; therefore our recruitment policy will endeavour to involve people from all ethnic backgrounds.

## **Dear GFM Family Members**

At the first board meeting in January my aim was to set out and agree gfm fundraising plan, sadly we were not quorate, this subsequently became a regular thing

Nevertheless, I sincerely thank Chris Maltby for his dedication and commitment, Chris never missed one board meeting, Chris is someone that I drew strength from, no matter what illness or personal problems he encountered, his commitment to gfm still remained 100%

In February, gfm fundraising started with the double header fundraising day, first up was Riknell Car Park take over, this went extremely well and later that night gfm valentine party was held @ The Treddy which was well attended.

On behalf of the board I thank Colin Riley, Valerie Cornwall, Carol Sterling, Carena Sharply, Michelle Morgan, Jacqui Campbell, Vere & Annette Richards for the physical support @ the Riknell Car Park and Fred Locks for organising gfm Valentines Party @ The Treddy

One of the things that have given me a great deal of satisfaction this year is when Zoe Duffill became gfm Finance Administrator. When Chris and I interviewed Zoe and I explained what the board required each month, she seemed unfazed, initially we worked closely, but it soon became very clear that Zoe knew what she was doing and never needed anymore guidance from me

The financial report each month is on time and provides the board with the information it needs to manage the businesses, and enables you as members to have accurate up to date financial reports, any business whether it be voluntary or privately run must have strong financial management, without Zoe, I dread to think what would have happened to gfm this year

When Tony Johnson, gfm former treasurer retired from the board, it became obvious to me that some of those joining the board did not understand the ethos of or importance of being a gfm board member in the public eye, and could not give the commitment required, or be a visual and interactive board member out and about in Gloucester, and attends community events

The dedication to taking on the role must be 100%, gfm is a voluntary run business, board members not meeting deadlines and failing to adhere to guidelines, often lead to frustrations. It's clear that the level of dedication required to carry out this fundamental role within gfm is not what gfm Treasurer can give to gfm

However, it's important that I make it clear that I understand that there are times when it is not possible for a board member to attend board meetings for various reasons

However, the board must be kept updated on tasks assigned and the board must be informed if there is a problem with meeting deadlines before it becomes an issue for gfm, gfm is very much in the public eye and its integrity should not be questioned by its partners because board members failed to provide information or adhere to set deadlines.

In March I was made aware that Jaffer Development Ltd had been granted permission to alter upstairs of the Trust Centre into flats by Gloucester City Council, almost immediately works started without informing the board, I was eventually informed when access was required to both studios. Mr Jaffer told me that they have to drill the hole in preparation for the building works to commence upstairs before GARAS moved in downstairs 11 March 2019

In my report last year I expressed the need for gfm to have someone dedicated to writing funding applications for gfm; knowing that Albert Gardiner as the proven skills required I nominated Albert, it was seconded and Albert accepted the nomination

Carol, Albert and I met to discuss and decide which grants gfm could apply for, with there being so much emphasis on celebrating the windrush. We agreed that gfm could apply for funding to deliver something that involves lifelong learning, historical, educational and training that would benefit gfm presenters and the citizens of Gloucester that is in keeping with windrush celebrations.

Sadly I have to report that having accepted the role, for whatever reasons best known to Albert he has not written or submitted any applications to the board for approval to submit for grant funding for gfm. I obviously made an error of judgment in nominating Albert, there is an old Jamaican saying "if you can't hear, you will feel" meaning, I never listened to others, so I've learnt the hard way

However, in January I had already written and submitted a funding application for windrush funding to deliver a visual and audio project similar to gfm previous black history project. It was not successful; the feedback received indicated that the amount of funding gfm applied for was more than was available in light of the amount of groups that had applied for funding

In order for this project to be delivered satisfactory gfm needed a project manager and trained persons to video record interviews and edit, I did not want to write a bid to get money then could not deliver the project because funding ran out, sometime not getting grant funding can be a good thing, it's been interesting to see what groups in Gloucester did with windrush funding received

My main focus since my return is to secure advertising and sponsorship for gfm; this is bread and butter income that is invaluable for gfm

Sadly I have to report that gfm was in breach of its license, written and email requests were sent to gfm seeking information, unfortunately, the information sought was not provided by the date required, this led to Ofcom formally writing to gfm to request the information and informed us that gfm had breached its license by not providing the information being sought

I spoke to the person @ Ofcom responsible for informing gfm of the breach and I provided the information being sought by Ofcom, that being that gfm has one part time employee and gfm broadcast 247/365

I accepted that gfm was in breach of its license because the information required was not submitted by the deadline date, and since then things have been put in place to ensure posts are read by board members that letters are addressed to, and emails from Ofcom and its partners are replied to within the required timeframe, the need for an office administrator is even more now of the utmost importance

In April gfm Just Giving was launched, on behalf of the board I sincerely thank every one of you that publicly showed your support online and promoted gfm on air plea for financial support, being out and about in the community was pleasing when gfm just giving was launched

Numerous listeners approached Carol and I and we were handed cash donations for gfm, that we would have to pay into gfm Just Giving, some gave money and did not want it to be made public, those who paid into Just Giving thanked gfm for doing the roll call of thanks on air

This also led to many questions as to why gfm removed the 25p charge to text gfm when gfm is trying to raise money, there is now no income to help pay Essendex for the use of the 60066 number, and the service now costs gfm money, it's evident that in some ways the number of text messages received have increased, let me be clear, I don't know the reason for removing the 25p charge

Whilst it might appear that things are lost, it's not, in light of the aforementioned sponsorship, I kindly ask that you if you are listed to present an evening or weekend programme, please do your utmost to honour your commitment, and if you are not able to present it, please source cover well in advance

It's very pleasing when someone is available and makes contacts and presents another programme, on behalf of the board I must thank Fred Locks for showing his desire to keep gfm live as much as possible, you too can do the same if you are free and want to present a programme that you feel you are able to do, please let us know

I'm very pleased to report that in April the loan repayment to Reg Thompson owed from 2016 was finally concluded. It was confirmed that Reg Thompson was owed £200 and not £400 as was being stated and requested.

During the board meeting held on Wednesday 24 April it was agreed that payment of £100 should be made to RT immediately, and subject to money being available payments of £50 in May & £50 in June will be paid to RT to conclude this long outstanding and acrimonious matter

GFM secured two advertising campaigns for Strike a Light, the feedback received was good and encouraging for gfm, it was particularly pleasing to hear that other gfm partners encouraged them to advertise on gfm, hopefully, gfm can build on the partnership and continue to work with Strike a Light, many thanks to everyone for promoting and attending the events, and for giving me feedback, it's been invaluable

In May Ofcom informed me that gfm Company Secretary Chris Maltby was written to informing him that the investigation into gfm breach of its license was closed because the information sought was provided quickly and with an apology

Everyday Jungliest held its Birthday Party @ Old Bell, Southgate Street, for me it was a night filled with nostalgia, seeing gfm presenters past & present was heart-warming, so much so I was coerced into drinking Jagabombs, when the floor started bouncing, I got nervous, well done Gary T & Emma

I am delighted to inform you that gfm still receives a monthly donation of £100 from MD Records; on behalf of the board I sincerely thank gfm stalwart Leon Brown for arranging the meeting with the sponsor

It was also pleasing that gfm received 2K from the Oldham Foundation to pay for internal training of volunteers and use of the OB equipment and the additional equipment that was required to enable the OB equipment to work.

My commitment to restore gfm partnership with John Oldham was total; John showed his desire to support gfm OB when grant funding was received from The Oldham Foundation to ensure the OB broadcast would be delivered in July

In June gfm welcomed the "Lovers Rock King" Roy Medallion to gfm via his pre-recorded shows, it's not been an easy for him, at times the support gfm was paying SMP for left a lot to be desired, yet Roy's commitment never wavered and he has got more confident in doing something he had never done before

Training was delivered to use gfm OB kit in the studio, create new clocks for programmes, set up and use Enco Play list to present programmes, Using gfm Library, taking & coming out of the news manually, loading & management of

gfm commercials, promo, & cominfo. It's my belief based on the feedback received that those that attended have benefited from the training, thank you to everyone that attended

We welcomed Sylvia Samms & Doneville Williams joining the gfm Gospel Family & Doneville gfm Family Time Family

It was pleasing when Auditechnik, a local business gave gfm financial support. Auditechnik commercial will be played until the end of 2019 has a show of gfm appreciation for the financial donation. On behalf of the board I sincerely thank Gary Thomas for recommending gfm to his employer

This year it's been very satisfying when listeners help gfm, my views have always been that "many hands make light work", it's even more pleasing when gfm listener Kevin Essen sponsored Groove Theory and then secured sponsorship for the Chris Maltby Show & Everyday Junglist

On the 22 June, Josie & The Melting Pot crew hosted their Windrush Family Fun day on the green on Scott Ave, Podsmead. Numerous organisation applied for and received funding to celebrate Windrush, it's my understanding Josie received the smallest grant from Gloucester City Council, yet this did not deter her

The magnitude of what Josie & the Melting Pot Crew put on in Gloucester, in my opinion should be commended; there is now an effigy of the windrush with historical and lifelong information fixed to the ship outside the Podsmed Office on Scott Ave

On behalf of the board I thank Eric D & Fada Dige for representing gfm and spinning tunes at the fun day

In July gfm delivered its second outside broadcast in Gloucester, The first broadcast coincided with Jamaica 50<sup>th</sup> independence celebration organised by Glosjam in 2012. The presenter on the day was Father Rue and those involved that helped to make it successful were Mutsa Muzenda, Colin Riley & Glen Brown

It's important that everyone is aware of this and that the success of the OB on 13th July 2019 does not overshadow what gfm achieved on that 1<sup>st</sup> historical OB that coincided with Glosjam **50<sup>th</sup>** Jamaica independence celebration in 2012

This year gfm did what it used to do from 2001-2005 when gfm could only broadcast for 28 days. From 2001 gfm 28 day Restricted Service Licence coincided with the Gloucester Festival and Jamaica's independence celebrations.



On the first day of Gloucester carnival gfm presenters played music from the band stand, it was an opportunity to raise awareness of gfm and to interact with more people personally in the park, and work with those organising the festival, back in the day the Guildhall provided the DJ equipment, how things have changed

Nevertheless, what we aimed for was achieved, GFM fulfilled its promise to the sponsor that gfm would do the OB. The quality of the OB was good and DJ H & Fred Locks were exceptional, the way they embraced the OB and interacted with those in the park was heart-warming, and Teddy P had the sound chipping perfectly for what gfm wanted

The feedback from Marketing Gloucester has been good and it's been suggested gfm should do it next year, however, gfm will need another sponsor and MG will need to engage with gfm more than it did. I know from speaking with a senior member of the management that what was feared is what happened, once gfm stopped playing music and interacting with those in the park, people started to leave the park

It became clear leading up to the event that some staff had concerns about what the broadcast would be like, and was overly worried about things that I knew would not occur, at one point I made it clear that if the location I requested was not available, we would not do the broadcast, gfm would not be pushed into a marquee, collectively we proved that gfm could deliver in an orderly and controlled way, this made me extremely proud of gfm, Gloucestershire longest running community radio station

However, In order to do another OB additional equipment will be required, the system acquired is only suitable for OB where there is a LAN cable or strong Wi-Fi, having expressed my concerns to the proprietor SMP, two external link aerials were used, one was plugged into the studio desk and the other set up in the park to use with the OB, the Wi-Fi dropped out 4 times during the OB, imagine if the OB was running off the Wi-Fi

Furthermore, training will be required to set up outside and use it for another OB in the park, fortunately, with experience of doing an OB before, gfm a secured the grant from Oldham Foundation to cover the cost of the OB engineer being here with gfm on its first use of the OB equipment, this made it seem seamless transmitting from the OB kit back to the studio.

Unfortunately, due to unforeseen circumstances gfm did not have a stall Glossjam this year event, nevertheless, I sincerely thank Ms Jacky for contacting me and expressing her desire to have a stall to raise funds for gfm, and Ras Head for his willingness to provide cover for Ms Jacky & the crew in the park, for me this is how gfm should run, volunteers coming forward and doing things to help gfm, I'll say it again, many hands, make light work

However, it's important that I clear up what gfm position is with Glosjam having been asked too many times to mention, the only organisation that gfm is tied to is the community media association, gfm is a member of the CMA

GFM is not responsible for organising or putting on this annual event, the event is organised and put on by Glosjam, and is no longer in association with gfm, the responsibility and ownership for this event lies with Glosjam

GFM supports Glosjam by giving Glosjam unlimited access to the airways to update and seek volunteers, and to promote this community event to listeners, gfm also plays Glosjam commercial for free, the commercial also promotes the free after party @ All Nations Community Centre

Glosjam has grown and evolved and it's right the organisers should be commended and receive the accolades for the work they do to organise this annual event, and it's important that everyone knows who to speak to regarding Glosjam, that being Verona Vidal, Glosjam's founder & organiser

I must thank John Mustoe for securing advertising from the owner of Baker Street, this led to conversations with John and subsequently me about gfm using Baker Street for gfm Summer Splash and other fundraising events.

When I met Ian to talk about the possibility of using the venue, it was evident that Ian is a supporter of gfm, Ian gave gfm a donation of £100 to mention an event taking place @ Baker Street the next day, we have since agreed on a way to promote events @ Baker Street that is beneficial to Ian and gfm

This year's summer splash was a success and raised £909.50 and the atmosphere was excellent. Ian asked me to arrive early to run through everything and left his assistant in charge. I felt welcome and @ 9pm, the head of security told Colin and I to take our position on the door, he then walked round the pub and anyone that was not a regular was asked to pay or leave, it was pleasing when I saw some of those that were in the park @ gfm summer splash & BBQ @ Baker Street

It was heartening seeing so many people I've not seen for a long time come out early, it was even more pleasing to meet listeners that came from Swindon to gfm summer splash, they told me they listen online and that there is no radio station like gfm in Swindon

On behalf of the board I thank Colin Riley for the help and support, Jah Jah for the live streams on Facebook encouraging people to come, Gary T for helping when we had a rush, DJ Elle B, Howie Jackson, Chris Michael, Chris Satta, & gfm special guests Della Dread & Naides

On Behalf of the board I sincerely thank gfm gospel family & everyone that played a part in what was truly exceptional fundraising, the family raised

£1,500, this is impressive, and the perfect response to my rant that I had hoped for, well done to every one, many hands make light work

In August I received notification that gfm had won Best Community Radio Station 2019 – Gloucestershire: <https://www.cv-magazine.com/media-innovator-awards-2019>, however, in order to receive the award gfm would have to pay for advertising in the magazine. Nevertheless, well done to everyone, your commitment and desire helped to make this possible

Having a network of people within the community radio sector, and with them also having a desire to help keep gfm on air came to the fore in August. GFM owed £500 for repairs carried to the transmitter, however, the money owed was not sought as gesture of goodwill to help keep gfm on air by Richard Dudley-Smith & Rob Spiers. I had a lump in my throat when Richard told me that he & Rob had decided not to request the outstanding payment for repairs carried out to gfm Transmitter

The power supply unit is what makes the broadcast desk work, Eric suspected that this was the problem why the desk at times seemed like it cut out and sometimes a noise could be heard while broadcasting, Eric was indeed right

The breakdown of the PSU on Wednesday 21<sup>st</sup> August set off a chain of events that could have been catastrophic for gfm over the forthcoming bank holiday weekend, but Richard Butlin, The Sales Manager @ Soniflex pulled out all the stops to ensure gfm had a loan power supply unit on Saturday 24 August to enable gfm to deliver its "Live & Local" broadcast to listeners over the Bank Holiday Weekend from Studio 1, and all it cost gfm for the use of the PSU was the cost of the courier to deliver it and return it to Sonifex when gfm's PSU was returned.

On behalf of the board I thank every one of you that gave up your Bank Holiday to ensure gfm was "Live & Local" this year, I know that this was well received by feedback received from listeners, your commitment helped gfm to reconnect more with its listeners

For many years gfm volunteers and staff were reluctant to contact the proprietor of SMP, I had hoped that things would change when we worked closely to deliver gfm the new automated system. And being courteous and respectful to gfm volunteers and staff when help is sought was something that I hoped for. Indeed as paying a customer, customer care should be of the utmost importance; sadly this wasn't to be the case

It became tiring being the go between volunteers and staff, I asked myself what is the point in paying for software support each month? and when help is sought by me, staff and volunteers we are being belittled

I knew that gfm owned the hard drives, the software and the licenses to operate Enco, so emails insulting gfm and telling the board that gfm would

have to negotiate paying SMP for them was not something I was concerned about, I knew gfm owned them, this was subsequently confirmed in writing by the proprietor of SMP

When when notice was given of gfm intention to cancel the support agreement emails were received that could be deemed as threats and attempt to blackmail gfm by the proprietor of SMP, there was suddenly an increase in the monthly support fee to £153. 30, when it was made clear things could not continue as it was, it was reduced back to £113.56

Thing came to head when the whole system mysteriously shut down and could not be restated by anyone at gfm, only the proprietor of SMP could restart the system, even then the proprietor would only restart DAD 1. This never sat well with me, so I wrote to Enco US after speaking to the proprietor of SMP and being told gfm would not be charged for calling on Sunday because it was not covered in the support agreement

For those that don't know SMP is the UK representative of Enco US and is accountable to Enco US, they contacted SMP, the response from SMP was interesting, and it also led gfm being given a credit note and SMP removing all its remote access to gfm Enco equipment

The question for me was whether gfm could manage on its own, I believed then as I do now that there is enough experience within the gfm family to manage software problem that might occur

On behalf of the board I thank Bro V, Jerry Hipkiss, Carol Francis, Helen Williams & Chris Michael for stepping up to the plate when required

August by far was the most difficult month, during this testing period, I'm so grateful to those of you that presented in studio 2 whilst studio 1 was not usable, I know it was not easy to suddenly move and use equipment you had never used before, yet you all stuck to it and gfm pulled though, many thanks

However, I must give a special thanks to Helen Williams, Chris Maltby & Jerry Hipkiss for stepping up to the plate when the PSU broke down on the day that my wife and I and our grandchildren were on the train to London

In September gfm was informed that it had successfully been nominated for the Best Radio Station Award at this year's first annual Mogul Minded Group Regional Awards. "The Mogul Minded Group Regional Awards is a ceremony for which the results are voted on by the general public.

Celebrating the very best of that the South West UK has to offer this prestigious event is a true reflection of our vibrant culturally mixed communities where we celebrate our creative contributions to the society in which we live. The award covers the cities of Bath, Bristol, Swindon, Gloucester, Newport & Cardiff. The winner will have been announced on the

night at the event" I've not heard anything so I think it's fair to gfm hasn't won

It was pleasing to meet Marcell Banton, a young person with a desire to present a show on gfm and join the gfm family, unfortunately after presenting his first show Marcell as not been able to the present the show since due to illness, hopefully he will be back soon

I'm pleased to report that Chris Michael has received training from Carol and as commenced work on loading new music in gfm library; I sincerely thank Carol for the support with this matter and also Principal Fats for ensuring that Lovers Rock & Dancehall is up-to-date in gfm music library

Absence notification as become an operational problem for gfm, When a presenter informs the board on the day or day before that they are not going to be able to present the show, the consequence of this is that gfm programme & web schedule does reflect the presenter's sudden absence, and there are still instance when presenters allege that they don't know whom to inform.

The managerial rota was sent via email and is pinned to back of studio 1 & 2 doors, and some have been sent the information via text message

When the board is informed without enough notice, there is not enough time to inform the presenter on air, therefore the presenter still promotes the presenter as being on later, and the website and web schedule will still show the presenters photo and bio for the two or three hours the person should be on air, this does not reflect well on the presenter or gfm, listeners have also been misled

Three days' notice is the minimum requirement to enable the presenter promo to be removed from the automated system. With short notice often received from the presenters, it's too late to remove programme promos so it is still playing when the person is not air

We understand when there is family emergency or illness, it's accepted that this is beyond everyone control and information can be passed to the presenter if someone is on air to update listeners, but when you are part of a rota and you know in advance when you are due on air

I kindly ask you to adhere to your commitment to present the programme, when you know you have personal actives or when you know that you are going to be away, you know this in advance, please seek a cover as stated in the V&P Agreement

I was informed that gfm Transmitter will have to be moved within the next 12 months or less so repairs can be carried out to the roof, I don't have any plans on what to do, my view at the moment is that nothing lasts forever and

if anyone wants to lead on finding a new location that will not charge, there is no objection from me

In October gfm won the Diversity UK Business award in Gloucester, this award is in recognition of the work that gfm has been doing for 19 years in Gloucester, I have never felt such pride in collecting an award on behalf of every one of gfm's presenters past & present

Nathan Townsend aka DJ NT joined the gfm family and he is currently getting training from Mike Sutherland aka Fada Dige live on air by presenting My Tunes. In due course Nathan will join Chris Michael & Mookiee in the Sunday Night Party rota

Congratulations to everyone that was recognised for their outstanding contribution at this year's gfm awards & fundraising dinner & dance, and I must give a special thank you to Pauline Reynolds for being co-host, well done

It's pleasing to see volunteers at that this event, as previously mentioned, listeners bring it to my attention how many of you attend and show that you support gfm @ fundraising events.

Nevertheless, it was disappointing to open the box for GFM presenters of the year and see only 18 votes, there are 60 listed volunteers, the voting was during a period that covered two months, and thereby ensured everyone had the opportunity to vote

I'm pleased to report that listeners that attended have said it was the best so far since gfm has been using the venue; Palms Catering Service made a difference this year, on behalf of the board I sincerely thank Sharon for her dedication and commitment to ensuring the food was well received

Fred Locks definitely gets 11/10 for the way he kept everyone dancing 😊

We were blessed to have the Jamaican High Commissioner attend as well as the Mayor of Gloucester, GFM community link coordinator utilised all the links created over the years to make this possible, well done Mrs Francis

It's sometimes said you should strike while the iron is hot, well Holly did just that, she spoke to me again after the awards ceremony about the setting up gfm instagram, the last time we spoke I told her that I would like to link it into the launch of gfm new website. I have since spoken to Duncan and he said Holly should go ahead and get the page ready, as the new website is not far from being completed, at the time of writing this report, I've seen bits of the new site and Duncan is confident it will be ready by 21 November 2019, thank you for the nudge Holly

Reg Thompson informed me that some of you are not scrambling the numbers for the key safe when you open it, thereby making it easy for unauthorised persons to pull down the front cover of the key safe, and take out the fob and enter the building, please ensure that you scramble the numbers, and do not leave it with the access numbers lined up

From the outset presenters filling in and leaving music logs for board members to collect and file has been a requirement as stated in the V&P Agreement that you sign each year

However, over the years it been noticeable that some fill it in and some don't and some send it via email to the board. What has been evident is the cost of getting blank copies printed, in the past volunteers have been able to assist with free supply of printed copies for other volunteers to use

Nonetheless, in this day and age when there is a drive to reduce the use of paper, it is right that gfm should embrace this and do its bit for the environment. Therefore going forward from 1 January 2020 there will be no more blank paper copies of the music log sheet provided by the board however, you can provide your own if you wish

Instead, you will all be emailed the blank a copy to fill in and email back to the board or you can send an email with your playlist of the songs and the name of the artist to the board within 24 hours of presenting the show, currently some email it immediately after their programme

It is of the utmost importance gfm have the music log sheet to hand should PRS ask gfm to provide the playlist for specific programmes, music is played in every programme broadcast, regardless of what genre it is

Should gfm be asked to provide the presenter playlist by PRS, gfm must have to hand, failure to provide this information is deemed a serious offence and is also a breach of gfm license, your cooperation with this matter will be most appreciated

GFM still sits in a unique position within the radio advertising market place in Gloucester; The listener demographics of GFM has changed, the future of GFM still depend on securing someone to work on commission only that has the skills to sell the benefits of advertising on GFM on GFM behalf.

I am extremely pleased with amount of local sponsorship and advertising gfm received this year, being contactable and available to meet and interact with potential customers have been beneficial for gfm

This year I have attended community events with gfm community link coordinator and many on my own, my aim is secure service level agreements and more advertising from national statutory organisations as well as local small businesses that think it's expensive to advertise on gfm.

And I'm pleased that gfm is gradually becoming part of national advertising campaigns for events that are not in Gloucester, I will continue to actively engage with the promoters to the best of my ability to get gfm a slice of the cake

Nevertheless, it's very clear that gfm needs persons with specialist skills that will be devoted to working with the board and can adhere to deadlines; the board needs the following.

**Fundraising Coordinator:** The person will be responsible for liaising with owners of suitable venues, gfm volunteers, internal and external DJ's and performers as and when required, and support fundraising events put by gfm volunteers whenever possible, meet with and liaise with other organisations that have been granted permission to organise fundraising events for gfm by the board, experience in organising music events is essential

**Office Administrator:** The person must have experience of using and setting up spreadsheets, can input volunteers membership details, record volunteer's weekly attendance, sickness, holidays, and filing documents.

**Grant - Funds Bid Writer:** The person must have proven evidence of writing and securing grant funding, the person must be committed to the role, and the person will work with the chair and gfm community link coordinator to identify and agree what funding to apply for and the person must give written monthly progress reports to the board. **NB:** it is not a requirement that the person must sit on the board.

It is imperative that new and existing board members must be prepared to forgo personal activities when elected to the board.

Each person will be responsible for running a voluntary business and must have the commitment and desire to oversee and manage the strategic growth and the operational development of GFM and can work within timescales and interact with volunteers, presenters, listeners & businesses accordingly.

Board members need to be out and about the in community in Gloucester and beyond, this how feedback from those outside is received, board members must be innovative and understands the need to embrace the whole community and must have the skill required for the position and be able to work to timescale and attend board meetings and is dedicated to gfm achieving its aims and objectives

Music does not have colour, the world we live in as changed and we need to embrace the change without losing the core listeners that have supported gfm since 2000, in my belief it's doable with the right management team, gfm is voluntary run business and those that are part of the management team must understand this



It's my wish for someone who really wants to learn the ropes about gfm and has some experience of broadcasting to shadow me; running gfm is not rocket science, commitment, desire and a wiliness to listen and learn is what is essential, gfm's aim and objectives states what gfm was set up to do, the aim is still to Empower, Educate, & Entertain, through, Music, News, Information & Advice.

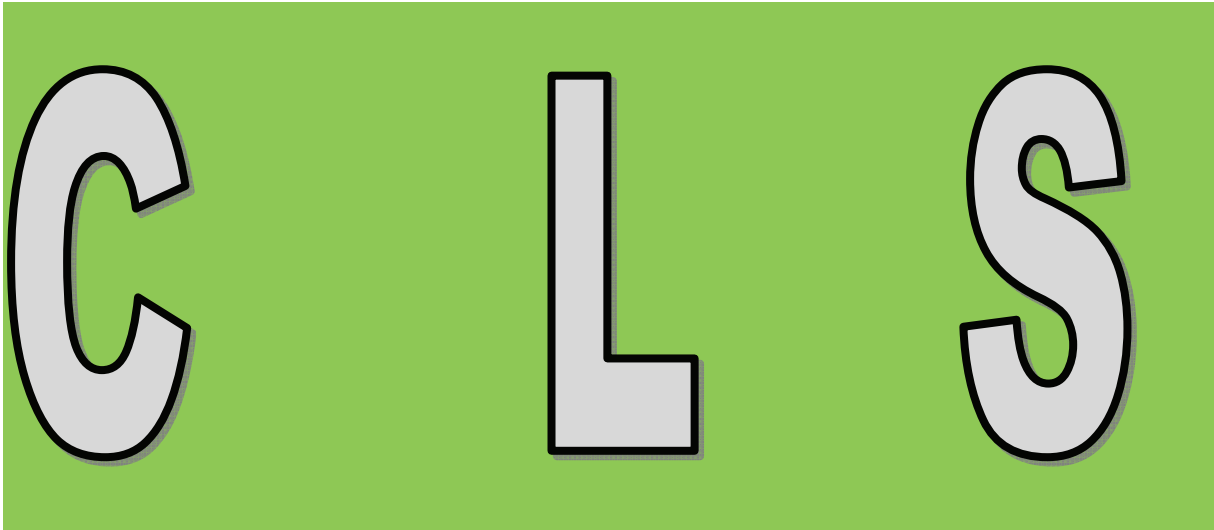
At the time of writing to you gfm is 35 days into its 20 year of broadcasting, Gloucestershire longest running community radio station, during this time gfm volunteers have been integral to gfm serving the community. it very much my desire to hold a gfm reunion god willing in the summer next year summer, please contact anyone you know that has been a part of the gfm family during the 20 years gfm been on air from. And in preparation for 2020, Dan Robertson aka Callide as created gfm 20 years celebratory rosette that will be sited on gfm website and Facebook, thank you Dan

Finally, on behalf of the board I must express our thanks to all the listeners that has so far come to GFM fundraising events, those that have tuned in via the airwaves and the internet, all those that have given financial donations and gifts to the GFM family, sponsors and advertisers, GFM Community Link Coordinator, all GFM volunteers past and present for the help and support given to GFM and wish everyone the best of what ever they wish for in the future.

Yours Sincerely

A handwritten signature in black ink, appearing to read "D C Fomm". The letters are cursive and somewhat stylized.

Chairperson



**Community**

**Link**

**Show**

## **Report November 2018 - October 2019**

This past year has been difficult even harder than last year; in fact it seems to be getting harder, what with less funding and the cut backs and with the shortage of volunteers and members on the management committee, I have found myself doing a lot of other jobs around the station. For example making sure presenters promos are recorded and played at the right time. At this point can I ask any presenter who is in a monthly rota and have not recorded a promo and would like one please let me know

To be honest I didn't think GFM would have lasted until now for me to be writing a report, so we have to be thankful we have survived.

### **Community Link Crew: (CLC)**

We have had new members join as well as members leaving, so it is easier to say who is presently volunteering. At present the CLC is, Holly Steel and Becky Weaver they present the Friday Show, Holly have been with GFM 10 years now.

There is no volunteer for The Young People Show on a Thursday, despite contacting the university and college.

The Family Time team are: Elder Saunders, Pastor Campbell and since July 2019 Donville Williams join the team.

New volunteers are required for Mondays and Tuesdays. Because of the lack of volunteers some of the Community link shows have been pre recorded.

Nevertheless, The Community Link Show continues to broadcast interviews and cover a range of topics.

### **News Team:**

Again as with the CLS the news team have had new volunteers join as well as Volunteers leave. After Meetings with BBC Radio Gloucestershire the way GFM presents the news has changed. The local news is now done by the BBC and GFM only need to source the Caribbean news. At present there are three people covering the news for GFM and Hazel Golden when her work allows. However GFM is still

looking for two more volunteer. So I cover the days when there is no news reader. The news team are: Pastor Charles Campbell, Stephen Moore and Nesam Ali

**Training:**

There was no accredited training delivered this year. No funding, However, I still delivered internal training with volunteers. I have also received more training on using Enco system.

**Funding Grants:** I have not applied for any to date, but will be looking for grants going into the New Year. However, The Chair has applied for grants.

**Misalliances:**

Represented GFM at The Office of the Police and Crime Commissioner Community Day where they show cased voluntary groups. Attend the Army's open evening.

I have attended various meeting within the community representing GFM and trying to encourage more groups to use GFM.

There have been quite a few meetings with different people from the NHS arranged by Bren McInerney which led to the NHS paying for a series of health programmes being broadcast on the Community Link Show

As we go into 2020 GFM will have been broadcasting for 20 years, a feat I'm sure a lot of people never expected. GFM will have to continue to raise fund to ensure the running of the station. The community & listeners have been very supportive.

However, GFM needs committed volunteers for the Community Link Show and the News Team. GFM needs the Local Authority and Business to see how worthwhile GFM is to the community and invest in it. I will continue to apply for funding and promote GFM the best I can, and as members of GFM you too can help by promoting GFM in your place of work on your social networks encourage friends, work colleague and family to volunteer and encourage business to advertise with GFM and help to keep GFM broadcasting.



Carol Francis (Mrs)

Community Link Coordinator