



Community Radio

Key commitments annual report form

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Issue 5

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Section 1

Community Radio Annual Report Form

1.1 Community Radio Annual Report Form: Year Ending 31 March 2010

Station details

Licence Number

CR063

Station Name

Forest FM

Launch Date

09/07/2006

Web address where you will publish this report

www.forestfm.co.uk

PLEASE NOTE: Each section can be expanded to take as much information as you need to provide.

1.2 The year in numbers

Please specify the station's achievements in the 10/11 year in numbers as follows:	
Average number of live hours per week	257
Average number of original programming hours per week (this may include pre-recorded as well as live material but should not include repeats).	446
The percentage of your live daytime output that is speech	70% music 30% speech
Number of people trained over the course of the year	21
Number of volunteers involved over the course of the year	39
If appropriate, a list of languages you have broadcast in	N/A

(Please also include this information in the following sections where relevant)

1.3 Key commitments: Programming

<p>Forest FM will provide an alternative listening experience, with a rural feel. It will be truly and unashamedly local and aim to create an atmosphere of local familiarity. The music output will predominantly be 'oldies', as detailed below.</p> <ul style="list-style-type: none"> • Between 0700-1900hrs, the balance between music and speech will typically be 70% music and 30% speech ('speech' excludes advertising, programme/promotional trails and sponsor credits). Outside of these times, the percentage of speech content may be less than this. • Daytime music output will mostly be comprised of melodic soft rock and pop with a high percentage of tracks from the 50s, 60s and 70s. Evening music output will be comprised of specialist music programmes, and in particular country music, 50s and 60s rock & roll, jazz, classical, folk and specialist rock will feature. • Speech output will typically include the following: short national news bulletins and more extensive local news reports; features on local issues and events, local places of interest, local schools and their activities, local clubs and societies; interviews and debates on events and issues affecting the community; interviews and sessions with local artists and musicians; information from statutory bodies and the voluntary sector relevant to members of the local community. • The service will typically be live for at least 8 hours per day. (Live programming may include pre-recorded inserts, if applicable). Overnight output is likely to include non-stop music with repeated speech items.

[Report back on your key commitments in relation to programming achievements over the past year here.]

Forest FM continues to be a truly local station serving the community, broadcasting local news, community events and interviews with local people.

During main broadcasting hours of 7am to 19.00hrs the output is mostly live broadcasting with information on local events, news and interviews with local people on various topics.

Our music output remains mostly soft rock and oldies during the day. Day time presenters can choose music content for their programmes from an extensive playlist. We will add a particular track if the presenter requests it. We do feature new music if it fits in with the style of the station

Programmes start at 7am and finish at 12pm or 2am then non stop music overnight.

Average live hours per month 2,046

We have specialist music from 8pm weekdays and Saturdays and most of the day on Sunday

The specialist music programmes produced every week are as follows

2 hours of folk music,

1 hour of jazz

2 hours of heavy rock,

2 hours of big band music

2 hours of rock and roll,

1 hour of local bands and artists

1 hour of classical music

2 hours dedicated to Beatles music and interviews

2 hours of 80's music

4 hours of 60's music

1 hour of 50's music

5 hours of Country music

2 hour Reggae programme

2 Soft Rock Classic programme

2 hours of Do Wop

1 hour film soundtracks

For Speech output there is national news on the hour followed by a daily local news and weather bulletin Presenters have access to local information and events which they are required to read during their programmes .The following is an example of the local information we have read out from January 2011 to 2ns^h February 2011 A full list is available up to the current date

01/01/11	Tivoli Pantomime – Dick Whittington
02/01/11	New Forest Book Fair
06/01/11	Ferndown music makers concert at the Barrington Theatre
07/01/11	Tiger Tim's Ragamuffin quartet at the Verwood Hub
08/01/11	Closing date for Verwood Talented Youth Concert
08/01/11	The Searchers at the Tivoli Wimborne
09/01/11	Bournemouth Concert Brass at the Regent Centre
11/01/11	New Writing courses at the Allendale Centre Wimborne#
12/01/11	Fireside Theatre monthly play reading
12/01/11	Club 31 start of regular bingo night
14/01/11	Special meeting of Verwood Local action group
14/01/11	Core Strategy form due in
14,15/01/11	Broadstone Pantomime presents Dick Whittington
17/01/11	Bournemouth Players holding open auditions
19/01/11	Lymington Folk Club meeting
19/01/11	New Forest Storytellers Club Ringwood
20/01/11	Verwood safer neighbourhood coffee morning
20/01/11	Verwood Trad Jazz Club meeting

20/01/11	Ferndown Art Society meeting
20/01/11	After Hours book club meeting
21/01/11	Neon Moon local band at Club 31
21/01/11	Ringwood PTA holding a quiz night
22/01/11	Toy & book sale at Hillside First School
22-29/01/11	Verwood Pantomime Society present Peter Pan
25/01/11	Bingo Night at Club 31
26-29/01/11	Ferndown Drama group presents HiDeHi
28/01/11	Beetle Drive at Club 31
29/01/11	Lyndhurst Community Centre Book Fair
29/01/11	Verwood Concert Brass band B band afternoon tea concert
29/01/11	Woofability concert at St Mary's Church Ferndown
01/02/11	Tuesday lunch club at the Verwood Methodist church
02/02/11	Lymington Folk club meeting
02/02/11	Fireside Theatre Company meeting
03/02/11	Verwood & District Horticultural Society meeting
03/02/11	Verwood Friendship Club meeting
04/02/11	Chinese New Year at Club 31
04/02/11	Burns Night evening Bransgore village hall
05/02/11	Alternative healing day at Greyfriars in Ringwood
06/02/11	Moors Valley railway special event
06/02/11	Verwood Family Church hosting Hope café at the Hub
06/02/11	Christchurch Angling club salmon open day
09/02/11	Three Cross WI meeting
09/01/11	Verwood twinning society meeting
10-12/02/11	Wimborne Drama presents Pack of Lies at the Tivoli
11/02/11	Jive night at Club 31
12/02/11	Valentines night at Club 31
12/02/11	George Hamilton IV at Holtwood Methodist Church
12/02/11	The Land Remains Folk event at Gaunts House
12/02/11	Help to re-home chickens
17/02/11	Verwood Trad Jazz evening at Club 31
17/02/11	Ferndown Art society meeting
17/02/11	After Hours Book Club meeting
18/02/11	Quiz and Supper evening at Verwood Memorial hall
19/02/11	Popular Local Musician Frank McGrath at Club 31
19/02/11	Dorset Police male Voice Choir at Wimborne Minster
19/02/11	Verwood Talented Youth concert
19-27/02/11	Events for Half Term at Avon Heath country park
19-26/02/11	Priests House Museum events for half term
20/02/11	Wellbeing Day at the Waldorf School Ringwood
20/02/11	Happy Dogs rescue charity walk
22/02/11	Family event with Dorset Wildlife Trust at the Hub
23/02/11	Half Term event at Verwood Library
25/02/11	Work with the Ancients at the AT Centre Cranborne
25/02/11	Community needs you event at Tricketts Cross
25/02/11	Woodlands Methodist church slide show evening
25/02/11	Rhythm and Tunes at Club
25-26/02/11	Ferndown Phoenix Musical Society production
26/02/11	New Forest Book Fair
26/02/11	Public meeting in West Moors about library closures
26/02/11	Battle of the Bands Verwood hub
27/02/11	Charity Football match at Wimborne Town FC
28/02/11	Wimborne in Bloom annual meeting
06/02/10	Ringwood Town FC Quiz night

**We have live interviews weekday mornings at 11am and afternoons at 2pm and 3pm
They are individuals or people from local groups promoting events or with
information concerning local amenities.
Examples of interviews we have done in this period are listed below.
They generally are promoting a local charity or not for profit event or service
For example on the 10th February Verwood Talented Youth concert , a not for profit
event giving local performers the opportunity to be on stage. Then on 20th January a
visit from Woofability, a charity that provides assistant dogs.
The interviews give information on local events and also let people know what
services and facilities are available locally.**

11/01/2011	Bernie Edwards	Churches together	2.20pm
11/01/2011	Sara Hymes	Leaf Leukaemia charity	3.20pm
13/01/2011	Dr Hillary Jones	Health expert	10.30am
13/01/2011	Kevin Dicker	Bournemouth Shakespeare Co	3.20pm
14/01/2011	Charlie North Lewis	Tivoli theatre Wimborne	11am
14/01/2011	Lisa	MJP Law	3pm
17/01/2011	PCSO Robin Morgan	Dorset Police	11am
18/01/2011	Joanna Dewberry	Networking Mummies	2.20pm
19/01/2011	Tara	Pink Ball Cancer research	2pm
10/01/2011	Teresa Baker	Toad Patrol	11am
20/01/2011	Hazel Dyson	Community New Forest	2.20pm
20/01/2011	Jenny & Andrew	Woofability	3.20pm
21/01/2011	Chris Allen	Ferndown Drama	11am
25/01/2011	Jude Todd	New Forest Nightstop	2.20pm
25/01/2011	Linda Walker	Chernobyl	3.20pm
27/01/2011	Tani	Local group Scarlettz	5pm
28/01/2011	Charlie North Lewis	Tivoli Theatre Wimborne	11am
01/02/2011	Chrissie Neal	Wimborne Drama Group	3.20pm
03/02/2011	Sue Watts Cutler	Gardening Guru	2.20pm
05/02/2011	Roy Mckensie	Magician	11am
09/02/2011	Hillside School	The Big Sing	2.30pm
08/02/2011	Tony Molloy	East Dorset Citizens advice	2.20pm
10/02/2011	Angela Daymond	Verwood Talented Youth	2.20pm
10/02/2011	Cast in Time	Local Folk Band	3.20pm
11/02/2011	Charlie North Lewis	Tivoli Theatre Wimborne	11am
11/02/2011	Celia Marker	Save Chickens	2pm
11/02/2011	Kelly Rogers	Wills – Mjp Law	3pm
14/02/2011	PCSO Robin Morgan	Dorset Police	11am
15/02/2011	Dana & Liz	Teds Toys Exchange	2.20pm
15/02/2011	Steve	Platinum Abba	3.20pm
16/02/2011	Marina & Paul Tucker	Vibelounge	7pm
18/02/2011	Des	Battle of the Bands	6pm
22/02/2011	Chrissie Walthan Neal	Macmillan Cancer support	11am
22/02/2011	Pete Holden	West Moors councillor	2.20pm
22/02/2011	Linda Ross	NHS Dorset	3.20pm
24/02/2011	James Riley	Heatherlands open day	2.20pm
25/02/2011	Simon Harrison Lewis	Manning Hospice	3.20pm
01/03/2011	Daryl Ransom	Crane Valley Golf Club	2.20pm
01/03/2011	Lyn Denning	Impact Theatre Co	3.20pm
02/03/2011	Lyn & Gerri	Viisons life force foundation	11am
03/03/2011	Sue Watts Cutler	Gardening Guru	2.20pm
03/03/2011	Guy Parker	The Environment Agency	3.20pm
07/03/2011	PCSO Louise Hamilton	Dorset Police	11am
08/03/2011	Mark Powell	Diverse Abilities	3.20pm

Live broadcasting starts at 7am and goes on till 7pm with a break for 2 hours at lunchtime for non stop music

At 7pm on weekdays there is a Community Matters programme where interviews from the morning are repeated along with other interviews and information. Interviews are sought from local groups, events and individuals sometimes live over the phone or on a O/B event. Recorded interviews are broadcast on the Community Matters programme for people listening in the evening who may have missed our day time programmes.

From 8pm weekdays there is specialist programmes such as Rock and Roll, Big Band, Folk, Rock and a local music programme. Some of these programmes are live and some are recorded.

Then from 10am till around 2am there are more specialist programmes such as Sixties, DoWop, Reggae, and Soul

Sundays is mostly recorded specialist programmes and Community Matters programmes apart from 3 till 6pm when we have a live Country Music programme.

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1.4 Key commitments: Social gain objectives

Community Radio Order 2004: "It is a characteristic of community radio services that they are local services provided primarily (a) for the good of members of the public, or of particular communities, and (b) in order to deliver social gain, rather than primarily for commercial reasons or for the financial or other material gain of the individuals involved in providing the service."

"(a) the provision of sound broadcasting services to individuals who are otherwise underserved"

- Specific output will seek to serve local youth, the elderly, housebound and disabled members of the community. Dedicated programming will also serve local specialist music enthusiasts.

"(b) the facilitation of discussion and the expression of opinion"

- The station will encourage people to phone in with questions and concerns and encourage debate, both via telephone and through live studio discussions. It will attend and participate in meetings concerning local issues within the community and will interview members of the community and those who affect the community. Members of the community will be able to visit the station and record comments and snippets for broadcast.
- The station will go out on the streets and record residents' comments, it will hold on-air 'roundtable' sessions and broadcast them live or in recorded form. Comments will be invited via the station website (www.forestfm.co.uk), and most features and interviews will be repeated during the evening for the benefit of those members of the community unable to listen during the day

"(c) the provision (whether by means of programmes included in the service or otherwise) or education or training to individuals not employed by the person providing the service"

- During the course of its licence period, Forest FM intends to create a media centre with facilities for learning and the provision of radio training for the community. An emphasis will be placed upon up-to-date accessible and affordable technology, providing audio editing facilities, training in the use of interviewing techniques, the development of presentation skills and news gathering and preparation techniques. Facilities for recording live music will also be developed.

"(d) the better understanding of the particular community and the strengthening of the links within it"

- The station will operate an 'open-door' policy and will seek to be actively involved with local clubs and organisations. It will also support local businesses and tourist attractions. It will proactively go out and talk to members of the community in person, and provide support and facilities at various of the events which it attends locally. Specifically concerning the rural / urban divide, the station will seek to make listeners aware of the rural environment which surrounds them and encourage those in the rural and farming community to share information.
- The station will have a fully functional, mobile outside broadcast unit with a PA system and radio link for live broadcasts. The station will actively support and publicise clubs' and societies' events. It will host phone-ins and live debates on local issues as well as using its website to provide information and invite feedback.

Additional social gain objectives:

- The station will provide a broadcast outlet for local bands and musicians who cannot get their music played elsewhere. It will be involved with local schools and support their fundraising initiatives and events. Specific reports on local events will be aimed at the elderly and housebound who are unable to attend such activities in person. A particular focus will be on purely local events and items that would be of lesser interest outside the station's transmission area.

[report back against your key commitments here]

(a) Specific output

We encourage local youth to come in and use the equipment in Studio B. Some will come in for the afternoon or for a longer period. Students are shown all aspects of radio production including recording, editing and interviewing.

Below is a list of some of the young people taking part in Radio Training

6th April

Donna Spooner, Jade Jilkes (9), Saffron Jilkes (7)

18th May

Rhianna Askin, Ciara Askin, Kay Askin, Tori Bennett

June 1st

Tammy Sullivan (12), Robbie Purchase,(10) Catherine Yates (11), Aaron Sullivan (10)

July 5th

Laura Mills, Jasmine Fleming,(12) Zoe Horwood (8)

One of our students (Jordan Gregory) now has his own show in the evening – ‘Wired’ which showcases local artists. He is able to give airtime to local bands.

Another of our students (Chris Meineck) has his own Sunday morning breakfast show which he is now able to record at home which we have helped him achieve.

We serve our housebound, elderly and disabled listeners by broadcasting interesting interviews with members and groups from the of the local community thereby keeping them in touch with what’s going on in the area.

Our live broadcasts from the Verwood Carnival, The Rustic Fayre and the Fireworks evening give listeners who may not be able to get along a flavour of what is happening. We are also able to provide information which may be useful for them for example we have regular visits from the local Police Community Support Officers who can answer questions and give advice such as how to deal with cold callers. We also provide regular features such as the gardening slot and financial advice where people can email or ring in with their questions. We also relay current information from the local Neighbourhood Watch who can relay details of a particular incidents going on such as telephone scams.

As already mentioned Forest FM broadcasts specialist music programmes which cover a wide range of musical tastes.

From 8pm on weekdays we have 2 hours of Folk, Big Bands, Rock and Roll, Heavy Rock and Local music programmes. From 10pm on weekdays we have Sixties, Do wop, Fifties, and Brit Rock

At weekends we have Country Music, Reggae, Soul, Seventies, Classical ,Easy Listening and Film Music

Some of these programmes are broadcast live and some pre-recorded. Some have interviews with artists who are appearing locally

(b) We encourage discussion of local issues asking people to phone or call in with their questions and concerns.

We have regular interviews with councillors, the police, Dorset NHS, Citizens Advice Bureau, Neighbourhood Watch and other agencies such as the 50+ Forums. They are able to give information on events, advice and contact details

An ongoing issue are proposals for an number housing developments in the local area. We have had councillors along to answer questions, attended a number of public meetings and recorded peoples views and have given out information on how residents can voice their concerns through the public consultation documents available.

The public usually send us information through the post or phone us with information of an event they would like publicised or they might highlight a problem they have come across.

We have guests who come along to publicise their group or a local service they represent such as both who are looking for volunteers and funding. Through the interview we are able to discuss the need for such groups and provide information on how the listeners can support or join the groups.

For example we have had representatives from Nightstop who help young homeless

people. We are able to let the listeners know what the group does and as a charity how they can help support what they do.
There are various community groups in the area from Drama groups , WI, U3A etc. we publicise their meetings and give listeners contact details so they are able to join.

We attend many local community meetings.

We help local groups appealing for help - for example

29/05/10 Verwood Pantomime Society looking for storage space

14/05/10 Ringwood tools for self reliance looking for storage space

The Local Action Group monthly meeting that gives members of the public the opportunity to ask questions and raise issues of concern. We report back on the meeting and inform people of current local issues

We attend the Chamber of Trade meetings which provides the opportunity for businesses to network and promote local trade. I

We attend Town Council and District Council meetings and we interview Councillors and Mayors.

We attend any special public meetings and record the highlights for broadcast so people who cannot attend are able to find out what is going on.

We attend meetings of the Business Forum and meet and interview many interesting people.

We attend Verwood Rotary meetings who have interesting guests who we then invite on the radio and are able to expose their charity or group to a wider audience.

We attend Verwood Carnival Committee meetings

(c) We have had to cut back on plans for a separate Media centre due to lack of funding. The plans and costings have been done and we are continuing to apply for funding, however in the present current climate it is very difficult to be successful. We are still however able to offer training in our 'Studio B' to anyone interested in radio and to media students and from Bournemouth University and Poole College All are trained to use the SAM play-system, they are shown how to record and edit programmes, given the opportunity to read out community messages live on air, interviewing and research and write local news. We encourage anyone from the local community to come along and have a go.

d. Forest FM encourages members of local groups and societies to use it to publicise their events and give information about themselves. They are welcome to come on a regular basis for example the manager of the local community centre - the Verwood Hub has a regular slot to talk about the centre's events.

Individuals and groups who are doing charity events such as Macmillan's Biggest Coffee morning will come along and let people know about the event

Below is an email from an interviewee who had organised a charity event

Thank you for giving us the opportunity yesterday to promote the Raymond Brown sensory garden project. I thought you would be interested to know that the work was all finished on time and that the end result exceeded everybody's expectations. Whilst we didn't get many members of the public wandering along we did have one business owner who heard the broadcast and offered to donate some 'bubbly' for the opening. Kind regards, Steve.

The station has a mobile outside broadcast unit which is used at outside events. We also go out and about to events and either record interviews or do live phone ins back to the studio.

We often are asked to support an event such as the Lee Simonds memorial football club with music and PA system which we do free of charge

The following is a list of some the Outside Broadcasts, events and live interviews and phone ins we have done during this period

- 14th April – Heatherlands Centre Fun Day
- 14th April - Recorded interview at Verwood Day Care Centre
- 27th April – Karen and Steve on Radio Solent promoting charity CD
- 30th April – Forest FM Charity Golf Day at Crane Valley- live broadcast all day from Outside Broadcast Unit
- 1st May – Recorded interview at Memorial Stone for Phil Allen
- 1st May – Charity Football Match between Verwood FC and The Rifles Regiment – Outside Broadcast Unit and PA facilities and live Broadcast from the event
- 2nd May Lee Simonds memorial football match – music and PA
- 3rd May – Car Boot Sale at the Carnival field – Live Broadcast during the morning – Outside broadcast Unit set up ready for the Carnival
- 5th May - Interview of presentation of trees donated by Forest FM to the Scouts
- 9th May – Interview at the Freedom of Wimborne to the Rifles service and presentation in Wimborne Minster
- 14th May Steve giving talk on Community radio to Bournemouth University
- 31st May – Verwood Carnival – Outside broadcast unit Live broadcast all day. Forest FM Car takes part in the procession
- 10th June Jackie Heath recorded interview at Verwood Heritage Centre at their family history day
- 12th June - Interviews and live phone in reports from the Wimborne Folk Festival
- 19th June – Hillside First School Fete – music and PA supplied
- 25th June – Emmanuelle Middle school summer fete – music and PA supplied
- 10th July – Ringwood Festival – stand and PA and interviews
- 10th July – Ferndown Carnival – music and PA
- 17TH July – Official Opening Club 31 in Verwood – interviews and live phone ins to studio
- 17th July – Relay for Life – Cancer Charity event Ferndown – interviews and live phone ins to studio
- 28th July- Age Concern new bus launch – interviews
- 29th July- EDHA Fun Day – music and commentary – phone in to studio
- 31st July Stable Family Trust Summer Fayre – interviews and phone in to studio
- 4th August - West Moors Playday – music commentary and interviews
- 7th August – Bygone Days – live phone in from the event and interviews
- 7th August – Memorial seat in Verwood – interview
- 30th August – OB Verwood Rustic Fayre
- 18th September – In Procession at Ringwood Carnival, live phone ins from day time Carnival with Michael Lingham Wilgoss
- 11th September – Steve at Sturts Farm open day – live phone in and interviews
- 24th September – OB at Verwood Hub –The World’s Biggest Coffee Morning for Macmillan Cancer Care
- 25th September – Interview at Verwood Concert Brass Blow a thon

Additional Gains - Forest FM has been involved in promoting local bands and musicians that would not normally be given any airtime on bigger stations

The 'Wired' programme on Friday evenings is devoted to locally produced music. We encourage local bands and artists to appear on the programme for interviews and play live if possible. We produce a gig guide of local live music events.

We linked up to Steam Radio for the Great Dorset Steam Fair in September to promote one of East Dorsets biggest events

We support school's fundraising events such as Summer Fayres and Christmas fetes and provide music and PA.

We focus on local events which would not normally be of interest outside the area such as Verwood Town Council announcements, Verwood in bloom competition winners Book of remembrance relocated from old Legion to Town council offices

Weather announcements from Dorset County council during last winters

School closures from East Dorset – linked to their website

Supporting local charity single for Help for Heroes

Charity Road Trips London to Tajikstan – left Wimborne 2nd July 2010

Presenters are required to read out local events during their programmes and we have a Community Chest feature which lists all local events for the week

The following is a list of some of the events we have announced during this period

01/05/10	Verwood District Twinning society Companion Dog Show
01/05/10	Verwood Rugby club annual Crikby match
01/05/10	Football match between Verwood FC and Rifles Regiment
01/05/10	Verwood Bowling club 90 th anniversary match
02/05/10	12 th Lee Simmonds Football tournament
03/05/10	Crash course in Dowsing at the New Forest Centre
03/05/10	Annual Auto Jumble and Car Boot Sale at the Carnival field
04/05/10	Tuesday lunch club Methodist Church Verwood
06/05/10	Verwood Flower Club coffee morning
06/05/10	Writers Study group meeting
06/05/10	Start of Boules season at Verwood Rec
08/05/10	May Ball at Ringwood school
08/05/10	Gorilla Gala at the Carrington hotel Bournemouth
08/05/10	Plant sale in West Moors Memorial Hall
08/05/10	Open day at St Leonards Community Hospital
09/05/10	Water aid coastal walk
12/05/10	Fireside Theatre company have a play reading
12/05/10	Verwood arts and Crafts meeting
12/05/10	Four Wedding programme looking for entrants
12/05/10	Jazz evening at the Moors Valley Visitor Centre
12/05/10	Three Legged Cross WI meeting
13/05/10	Verwood Horticultural Society meeting
15,16/05/10	VDUB at the Pub

13,15/05/10	Wimborne Drama presents How the Other Half loves
15/05/10	Coffee morning in aid of Wimborne in Bloom
29/05/10	New Forest Book fair – book signing by Georgina Babey
02/06/10	Craft day for children with additional needs at the Hub
20/05/10	Verwood Trad Jazz club gig at Crane Valley
05/05/10	Sci Fi Collectors Fair Littledown Centre
03/06/10	Verwood & district Horticultural Society meeting
29/05/10	Mini Musicals Show at St Bernadettes church
31/05/10	Verwood Carnival
28-31/05/10	Beer Festival at Sheaf of Arrows in Cranborne
29/05/10	Chris Packham – charity talk at Ringwood Waldorf school
20/05/10	Verwood Rugby Club touch rugby
26/05/10	Verwood Organ Society concert at the Hub
28/05/09	Charity spinning bike marathon for Cancer research
20/05/10	Ferndown Arts Society meeting Barrington Theatre
14/06/10	Verwood Local Action group meeting
29/05/10	Verwood Pantomime Society looking for storage space
14/05/10	Ringwood tools for self reliance looking for storage space
20/05/10	Afterhours book club have a meeting
21/05/10	National Silver Surfers day at St Leonards village hall
10/06/10	Verwood Rugby club family touch rugby
29/05/10	Start of Dorset Arts Weeks
04/06/10	A Touch of the Classics at Verwood memorial hall
05/06/10	Rotary club of Ringwood annual horse and bike ride
05/06/10	Verwood Choral Society Summer Concert
29/05/10	Events at Avon Heath Country park for half term

1.5 Key commitments: Access and participation

Community Radio Order 2004: "It is a characteristic of every community radio service that members of the community it is intended to serve are given opportunities to participate in the operation and management of the service."

- As a function of the station's 'open-door' policy, all members of the community will be able to apply to be involved with the station. A volunteer waiting list may build up so a number of hours per week will be set aside for new participants, who will be given time on a rotation basis.
- Studio and other facilities will be available by prior arrangement for training and for the production of broadcast material. Members of the community will also be invited to send in contributions that they have produced themselves as opposed to using the station's facilities.
- The station will actively promote its advisory committee on air and will solicit input from the community using promotional radio spots and items in the press. An annual survey of the station's performance will be carried out and published. Members of the community will be able to get in touch with the station via phone, e-mail, post and personal visits.

[report back against your key commitments here]

We encourage anyone of any age with or without radio experience to come along and

'have a go'.

Some of our now regular presenters had no experience in radio are now a valuable part of the team.

For example Ian Abbott joined us recently, He is a film buff and wanted to do a film soundtracks programme. He had never been on the radio before, yet after a short training session he now produces a weekly programme.

We have linked up with the Verwood Opportunities Centre who support adults with special needs to do a series of interviews over the year with one of their service users – Les – who gives an update on events at the centre.

We have a large number of volunteer presenters and we have able to accommodate new participants by extending the hours of programmes broadcast to midnight and beyond

Below is a list of our current volunteers Steve Saville Dave Austen Laura Jerome Steven Long Cameron Smith Gary Hynes Peter Greenfield Martin Pate Geoff Dorsett Chris Walker Paul Jerome Alan Dorey Steve Stackowax Paul Burke John Campbell Jordan Gregory Lucy Webber Paul Peters Geoff Kemp Ian Abbott Chris Meineck Mike Whittingham Dominic Forbes Johnny G Lesley Stevens Rosko Gary Jackson Chris Brown DJ Dapper Dan Ken Gladstone Millar Colin Hanslip Pete Dicks John Stacey Colin & Roz Roy Harrow John Jenkins Sue Watts Cutler Jackie Heath David Arthur

Our Studio B is available to anyone to use and practice using the equipment and ultimately make a programme or edit an interview. There is a diary readily available for people to book practice/recording time.

Members of the community are encouraged to send in material they have produced themselves. Mostly these are music items which are used in our local music programme 'Wired'.

We welcome people to come along and take a tour of the studios. During office hours 9am till 7pm we have an open door policy where people can bring in details of an event or local news.

We can help out immediately with appeals such as this email we received

Sept 1st 2010

Thankyou so much, following your appeal, and the wide publicity, a member of the public came forward and we have just collected our lovely dog from the Mannington/Horton area.

With sincere and grateful thanks, Gill

We have set up an advisory committee who meet to discuss the stations progress give us their suggestions

1.6 Key commitments: Accountability to the target community

Community Radio Order 2004: "It is a characteristic of every community radio service that, in respect of the provision of that service, the person providing the service makes himself accountable to the community that the service is intended to serve."

- An advisory board will be set up to allow representatives of the community to provide feedback on the station's performance. It may suggest improvements, changes and additions to broadcast output and in relation to other station activities. The advisory board will consist of up to a dozen people (a minimum of five individuals) of all ages, comprising members of the public, representatives of the town council, students and other individuals with a particular interest in the local community and the operation of the station. Only a maximum of two persons on the advisory board will be involved in the management of the radio station itself.
- Representative surveys will be carried out each year. Questionnaires will be provided to a representative sample listeners asking for feedback as to whether or not the station is meeting their needs and asking what changes they would like to see. The results of each survey will be made public via the station's web-site and available on request in printed form.

[report back against your key commitments here]

We have an advisory board made up of the following

John Maiden (JP) Belmont Close, Verwood
Peter Aisthorp Buckley (Councillor)
Anita Rigler (Youth Worker) Manor Road Verwood
Ruth Bussey (School Governor and Hospital Trustee) Lake Road Verwood
Steve Saville (Station Manager) Little Cranebrook St Michaels Road Verwood
Diana Saville (Office Manager) Little Cranebrook St Michaels Road Verwood

1.7 Volunteer inputs *(see the separate guidance notes)*

Number of volunteers:

39

What roles are performed by volunteers:

Preparing and presenting programmes – promoting the station – helping with OB's and looking out for potential funding and advertisers

Approximate number of hours worked on average per volunteer **per week: 5**

Additional information:

1.8 Significant achievements

We organised a Golf day April 30th 2010 supporting the Rifles Benevolent Fund in remembrance of local Verwood lad – Rifleman Phil Allen – who was killed in November 2009. We managed to raise £3,700 for the charity.

We teamed up with local charity 'Links' with a Health questionnaire –asking local people about their Health Care

We teamed up with Macmillan Cancer Care and helped organise their Worlds Biggest coffee morning in September 2010 at the Verwood Hub

1.9 Significant difficulties

Do you wish this section to be kept confidential? Yes/ No

Funding – grants are difficult to get and the financial climate has meant limited revenue from advertising

1.10 Audience research

Please provide a summary of any audience research/ data you have collected during the year.

A survey was carried out last summer at two locations in Verwood, also at events we went to in Wimborne and Ferndown

**94% of people surveyed had heard of Forest FM and 82% listened at some point
Those who had not heard of Forest FM said they would consider tuning in.**

37% liked all types of music

52% liked oldies such as 50's 60's 70's and 80's music

33% liked lots of speech items, 33% liked some speech and 33% did not like speech items

Most people said they thought community radio with local news and information was a good idea

Section 2

Declaration

I hereby declare that the information given in this annual report is, to the best of my knowledge and belief, true and correct.

Signature

SJ Saville

Name

Steve Saville

Position

Station Manager

Station

Forest FM

Email address

Office@forestfm.co.uk

Telephone number

01202 820003

Date

27th June 2011

Section 3

Checklist

Please ensure that you have done the following:

- Read the Guidance Notes.
- Checked that all sections of both forms (i.e. this document and the accompanying spreadsheet) are completed.
- Ensured that the declaration is signed and dated by a member of the board of the corporate body which has been awarded the community radio licence, and that the person has the authority to act on behalf of the board.

Then

Submit your form by email to community.radio@ofcom.org.uk and send one signed hard copy to

Community Radio (5th Floor),
Ofcom
Riverside House
2A Southwark Bridge Road,
London
SE1 9HA.

Annual report forms must be returned to Ofcom by Wednesday 29 June 2011.

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