

**RYE HERITAGE CENTRE**

**DRAFT INTERIM BUDGET**

**1 November 2008-31 March 2009**

**General notes**

- a) Assumption: opening hours as 'usual' for winter - ie Mon-Sun 10am-4pm. Total per week: 42  
Contract specifies min variable hours, totalling 30 per week  
b) Estimates based on figures supplied by RTS

	<b>1.11.08- 31.3.09</b>	<b>Notes</b>
<b>RECEIPTS</b>		
Services (bookings)	470	1
TIC grant	13,639	
Retail sales	8,500	1
Model admissions	3,250	1
Old Pier machines	750	1
Rye Walking Tour	275	1
<b>Total Receipts</b>	<b>26,884</b>	
<b>PAYMENTS</b>		
Stock	5,000	2
Salaries	24,175	3
Management charge (RTC)	0	4
Staff training	0	
Staff uniforms	0	
Rates	2,500	
Water, light & heat	325	5
Insurance	596	6
Alarm maintenance	225	
Repairs and renewals - Model	100	
Repairs and renewals - premises	100	
Repairs and renewals - off equip	100	
Postage and stationery	700	
Printing and advertising	250	
Telephone	625	
Computer costs	100	
Travelling expenses	50	
Accountancy provision	1,600	7
Credit card charges	335	8
Sundry expenses	500	9
Cleaning	0	
<b>Total Payments</b>	<b>37,281</b>	
<b>Net cashflow for period</b>	<b>-10,397</b>	
<i>Staffing levels adjustment</i>	2,900	10
<b>Adj net cash outflow</b>	<b>-7,497</b>	<i>If opening hrs reduced from 42 to 36/wk</i>

**Notes**

**1 Basis of estimate:**

Period	Old Pier	Audio	Model	Retail	Bookings
Nov-07	160	65	900	2,500	110
Dec-07	150	15	350	1,700	70
Jan-06 (TIC only open Jan 07)	60	40	350	950	25
Feb-06 (TIC only open until 12 Feb 07)	135	110	850	1,550	75
Mar-08	440	125	1,600	3,700	300
<i>Total</i>	945	355	4,050	10,400	580
<b>Total (adj)*</b>	750	275	3,250	8,500	4,700

\* Total reduced by 20% to reflect poorer economic climate

**2 Assessment of stock outstanding - to be undertaken w/c 17 Nov**

**3 Basis for estimate:**

- a) Existing/Usual 42 hours a week opening
- b) October 08 figures being reliable average
- c) Xmas/New Year closing disregarded

	Net pay	Tax/Nics	Gross	5% for error	Adj est gross
<b>1 month</b>	3,655	950	4,605	230	4,835
<b>5 months</b>	18,275	4,750	23,025	1,150	24,175

**4** Normally the Town Hall would charge the HC for TH staff time. This has not been applied for the interim period. However, there is a cost because it means TH staff will be diverted from other work.

**5** There is an unresolved billing dispute with the energy provider which covers both RTS's and RTC's occupancy of the building. No provision has been made.

**6** It is more cost effective to take over RTS's policy rather than use RTC's TH insurer

**7** RTC's accountants have estimated its cost for providing bookkeeping and payroll at £320pcm.

**8** Based on £800pa

**9** Based on £100pm

**10 Basis for possible adjustment**

- a) Weekly opening hours reduced from 42 to 36 (-15%)
- b) October 08 figures being reliable average
- c) Xmas/New Year closing disregarded

	Net pay	Tax/Nics	Gross	5% for error	Adj est gross
<b>Nov-08</b>	3,655	950	4,605	230	4,835
<b>4 mths adj</b>	12,427	3,264	15,657	783	16,440
<b>Adj period</b>	16,082	4,214	20,262	1,013	21,275

	42 hrs/week opening hours	24,175
<i>less</i>	36hrs/wk opening hrs from 1 Dec	<u>21,275</u>
		2,900

*Note: This figure does not take into account any reduced sales/revenue which could accompany a reduction in opening hours.*