

**REGISTERED COMPANY NUMBER: CE20714 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1187978**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 1ST APRIL 2023  
FOR  
RYE HERITAGE CENTRE**

Gibbons Mannington & Phipps LLP  
Chartered Accountants  
Landgate Chambers  
24 Landgate  
Rye  
East Sussex  
TN31 7LJ

**RYE HERITAGE CENTRE**

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FOR THE YEAR ENDED 1ST APRIL 2023**

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## **RYE HERITAGE CENTRE**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 1ST APRIL 2023**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 1st April 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

To advance education for the public benefit in the history and heritage of the Ancient Town of Rye by maintaining a Heritage Centre and organising exhibitions and events.

Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable in accordance with the Charities Act 2011.

##### **Significant activities**

To exhibit the town model, by means of a light and sound model show which explains the unique history of the Ancient Town of Rye, by entry fee.

Linked to the model is a timeline of supporting heritage exhibits.

There are sales of related heritage items to add income.

There are related activities such as town walks and other heritage activities to add income.

A programme of digitisation is under way to enhance the heritage value.

There is a schools programme.

##### **Public benefit**

The trustees have regard to the guidance on public benefit issues by the Charities Commission.

##### **Volunteers**

Volunteers are fundamental to the operation and add value.

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

Several thousand visitors (both local and national and international tourists) have come to the centre many of whom also watched the town model show illustrating the history of the town of Rye.

The centre has hosted numerous school party visits including both local, regional and international young people.

Displays and the town model show have been considerably enhanced through the use of up-to-date digital equipment and LED lighting, which is more reliable and reduces the organisation's carbon footprint, and this enhancement of the model show continues.

More volunteers have been recruited, and the range of activities that they perform have also been widened. The volunteer recruitment drive continues.

The planned programme of educational and entertaining talks and town tours is continuing and is set to be expanded.

The year ended with the news that Rye Town Council decided to close the Rye Information Point which acted as the town's tourist information site. This will be challenging for the Heritage Centre as it may reduce tourism to the town and thereby similarly reduce the visitors to the model show and shop. Additionally, it may take up volunteer's time answering tourism-type questions which could result in less income from sales.

## **ACHIEVEMENT AND PERFORMANCE**

### **Fundraising activities**

We continue to be successful in raising funds from a number of individual donors, Heritage Centre visitors and grant-giving organisations. The fact that over half of the cost for the model show upgrade was donated was particularly pleasing.

## **FINANCIAL REVIEW**

### **Financial position**

The trustee board made a decision to retain a minimum of £5,000 as a reserve. This sum represents overheads and salaries for approximately three months.

At the year end the CIO held unrestricted reserves of £9,508 and restricted reserves of £12,685. This amount is sufficient to meet the minimum reserve aims stated above.

### **Principal funding sources**

The charity's principal sources of funds are:

- income from model shows
- shop sales
- walks and talks
- grants and donations

### **Going concern**

This is a small charity which is not likely to have huge reserves of capital to call upon. Nevertheless, we are confident that, through the use of prudent financial management, we can remain solvent and prosper. This has proven to be the case in this financial year as the available funds of the organisation are enhanced compared to the financial year preceding.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

### **Recruitment and appointment of new trustees**

By the trustee board on the basis of their suitability in terms of skills and experience and their willingness to volunteer for the role.

### **Organisational structure**

The charity is run by a trustee board.

The board formulates policy which is implemented through the employed manager.

The manager organises volunteers to support various aspects of the centre's operation.

### **Induction and training of new trustees**

There are some twenty policies agreed by the board that serve as guidance for the manager and new trustees.

Internal and external training courses are made available for both the manager and new trustees to learn about particular aspects of their role as required.

### **Related parties**

The charity has a good relationship with Rye Town Council which owns the site. The board leases the building on a peppercorn rent basis which is subject to lease and contract.

The centre also has good relationships with many organisations in the town and is expanding these connections. In particular, contacts with the Rye Museum, the Rye Harbour Nature Reserve and the Chamber of Commerce have been established with a view to working together for the benefit of Rye in the future, particularly in the area of tourism.

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 1ST APRIL 2023**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

CE20714 (England and Wales)

**Registered Charity number**

1187978

**Registered office**

The Old Sail Loft  
Strand  
Rye  
East Sussex  
TN31 7AY

**Trustees**

Mr C R Hoggart Chair  
Mr S J Blattman (appointed 27/9/2022)  
Mr R A Sperring (appointed 24/5/2022)  
Dr A T B Kimber (resigned 28/6/2023)  
Ms S R Sherburne  
Mr M W Eve  
Mr M T Blincow  
Mr I Walker (appointed 28/11/2023)

**Company Secretary**

Dr A T B Kimber

**Independent Examiner**

Gibbons Mannington & Phipps LLP  
Chartered Accountants  
Landgate Chambers  
24 Landgate  
Rye  
East Sussex  
TN31 7LJ

Approved by order of the board of trustees on 1st Feb 2024 and signed on its behalf  
by:

C. Hoggart  
Mr C R Hoggart - Trustee

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RYE HERITAGE CENTRE**

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### **Independent examiner's report to the trustees of Rye Heritage Centre ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 1st April 2023.

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Mr David Ashby

Gibbons Mannington & Phipps LLP  
Chartered Accountants  
Landgate Chambers  
24 Landgate  
Rye  
East Sussex  
TN31 7LJ

12th February 2024

# **RYE HERITAGE CENTRE**

## **STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 1ST APRIL 2023**

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies		<b>7,048</b>	-	<b>7,048</b>	617
<b>Charitable activities</b>					
Education		<b>441</b>	<b>15,000</b>	<b>15,441</b>	26,743
Other trading activities	2	<b>46,543</b>	-	<b>46,543</b>	25,001
Investment income	3	<b>22</b>	-	<b>22</b>	-
<b>Total</b>		<b>54,054</b>	<b>15,000</b>	<b>69,054</b>	52,361
<b>EXPENDITURE ON</b>					
Raising funds	4	<b>37,684</b>	-	<b>37,684</b>	26,458
<b>Charitable activities</b>					
Education		<b>17,793</b>	<b>5,815</b>	<b>23,608</b>	17,455
<b>Total</b>		<b>55,477</b>	<b>5,815</b>	<b>61,292</b>	43,913
<b>NET INCOME/(EXPENDITURE)</b>		<b>(1,423)</b>	<b>9,185</b>	<b>7,762</b>	8,448
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<b>10,931</b>	<b>3,500</b>	<b>14,431</b>	5,983
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>9,508</b>	<b>12,685</b>	<b>22,193</b>	14,431

The notes form part of these financial statements

# **RYE HERITAGE CENTRE**

## **BALANCE SHEET 1ST APRIL 2023**

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	9	2,166	1	2,167	2,889
<b>CURRENT ASSETS</b>					
Stocks	10	1,500	-	1,500	820
Cash at bank		8,533	12,685	21,218	12,393
		<u>10,033</u>	<u>12,685</u>	<u>22,718</u>	<u>13,213</u>
<b>CREDITORS</b>					
Amounts falling due within one year	11	(2,691)	(1)	(2,692)	(1,671)
<b>NET CURRENT ASSETS</b>		<u>7,342</u>	<u>12,684</u>	<u>20,026</u>	<u>11,542</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>9,508</u>	<u>12,685</u>	<u>22,193</u>	<u>14,431</u>
<b>NET ASSETS</b>		<u>9,508</u>	<u>12,685</u>	<u>22,193</u>	<u>14,431</u>
<b>FUNDS</b>	12				
Unrestricted funds				9,508	10,931
Restricted funds				12,685	3,500
<b>TOTAL FUNDS</b>				<u>22,193</u>	<u>14,431</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 1st April 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 1st April 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on .....1st Feb 2024..... and were signed on its behalf by:

.....C. Hoggart.....  
Mr C R Hoggart - Trustee

The notes form part of these financial statements



**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery - 25% on reducing balance

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 1ST APRIL 2023**

**2. OTHER TRADING ACTIVITIES**

	<b>2023</b>	2022
	<b>£</b>	£
Shop income	<b>46,543</b>	25,001

**3. INVESTMENT INCOME**

	<b>2023</b>	2022
	<b>£</b>	£
Deposit account interest	<b>22</b>	-

**4. RAISING FUNDS**

**Other trading activities**

	<b>2023</b>	2022
	<b>£</b>	£
Opening stock	<b>820</b>	-
Purchases	<b>12,316</b>	8,106
Closing stock	<b>(1,500)</b>	(820)
Staff costs	<b>10,750</b>	9,249
Repairs & Maintenance	<b>8,986</b>	2,882
Rates and Water	<b>1,074</b>	797
Insurance	<b>1,357</b>	1,172
Light and Heat	<b>1,779</b>	4,030
Telephone	<b>694</b>	432
Post and Stationary	<b>350</b>	185
Advertising	<b>1,015</b>	292
Subscriptions	<b>-</b>	133
Interest payable and similar charges	<b>43</b>	-
	<b>37,684</b>	26,458

**5. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	<b>2023</b>	2022
	<b>£</b>	£
Depreciation - owned assets	<b>722</b>	963
Other operating leases	<b>1</b>	2
Independent Examiners fee	<b>1,150</b>	960

**6. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 1st April 2023 nor for the year ended 1st April 2022.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 1st April 2023 nor for the year ended 1st April 2022.

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 1ST APRIL 2023**

**7. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	<b>2023</b>	<b>2022</b>
	<b>1</b>	<b>1</b>
Manager		

No employees received emoluments in excess of £60,000.

**8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	617	-	617
<b>Charitable activities</b>			
Education	7,143	19,600	26,743
Other trading activities	25,001	-	25,001
<b>Total</b>	<u>32,761</u>	<u>19,600</u>	<u>52,361</u>
<b>EXPENDITURE ON</b>			
Raising funds	23,503	2,955	26,458
<b>Charitable activities</b>			
Education	7,612	9,843	17,455
<b>Total</b>	<u>31,115</u>	<u>12,798</u>	<u>43,913</u>
<b>NET INCOME</b>	1,646	6,802	8,448
Transfers between funds	3,302	(3,302)	-
<b>Net movement in funds</b>	4,948	3,500	8,448
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	5,983	-	5,983
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>10,931</u>	<u>3,500</u>	<u>14,431</u>

## RYE HERITAGE CENTRE

### NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 1ST APRIL 2023

#### 9. TANGIBLE FIXED ASSETS

	Rye Town Model £	Plant and machinery £	Totals £
<b>COST</b>			
At 2nd April 2022 and 1st April 2023	<u>1</u>	<u>3,851</u>	<u>3,852</u>
<b>DEPRECIATION</b>			
At 2nd April 2022	-	963	963
Charge for year	-	<u>722</u>	<u>722</u>
At 1st April 2023	-	<u>1,685</u>	<u>1,685</u>
<b>NET BOOK VALUE</b>			
At 1st April 2023	<u>1</u>	<u>2,166</u>	<u>2,167</u>
At 1st April 2022	<u>1</u>	<u>2,888</u>	<u>2,889</u>

Rye Town Model - See Note 13

#### 10. STOCKS

	2023 £	2022 £
Stocks	<u>1,500</u>	<u>820</u>

#### 11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Social security and other taxes	1,728	708
Other creditors	4	3
Accrued expenses	<u>960</u>	<u>960</u>
	<u>2,692</u>	<u>1,671</u>

#### 12. MOVEMENT IN FUNDS

The restricted fund represents grants received for specific purposes.

#### 13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 1st April 2023.

#### 14. RYE TOWN MODEL

On 1 April 2020 Rye Heritage Centre CIO purchased the Rye Town Model from Rye Town Council for the nominal fee of £1.00. Under the terms of the purchase Rye Heritage Centre CIO agreed that should the CIO cease to operate in the future, Rye Town Council has the first refusal to purchase the Rye Town Model for the £1.00 nominal fee.

The Rye Town Model is shown within a separate asset category at it's nominal value of £1.00.

## **RYE HERITAGE CENTRE**

### **NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 1ST APRIL 2023**

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#### **15. RENT**

On 1 April 2020 Rye Heritage Centre CIO entered a lease agreement with Rye Town Council to rent the Heritage Centre building on a peppercorn rent basis at the nominal annual fee of £1.00. This agreement is for the term of 5 years and will be re negotiated at the end of the lease.

**RYE HERITAGE CENTRE****DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 1ST APRIL 2023**

	2023 £	2022 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	7,048	617
<b>Other trading activities</b>		
Shop income	46,543	25,001
<b>Investment income</b>		
Deposit account interest	22	-
<b>Charitable activities</b>		
Grants	15,441	26,743
<b>Total incoming resources</b>	<b>69,054</b>	<b>52,361</b>
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Opening stock	820	-
Shop Purchases & Equipment	9,675	6,381
Ticket Fees	2,641	1,725
Wages	10,750	8,958
Social security	-	291
Repairs & Maintenance	8,986	2,882
Rates and Water	1,074	797
Insurance	1,357	1,172
Light and Heat	1,779	4,030
Telephone	694	432
Post and Stationary	350	185
Advertising	1,015	292
Subscriptions	-	133
HMRC interest	43	-
Closing stock	(1,500)	(820)
	<b>37,684</b>	<b>26,458</b>
<b>Charitable activities</b>		
Wages	10,750	8,958
Social security	-	291
Rent	1	2
Rates and water	358	265
Insurance	452	390
Light and heat	593	1,343
Telephone	231	432
Postage and stationery	350	555
Advertising	1,015	73
Sundries	161	106
Repairs & Maintenance	6,815	2,743
Travel & Subsistence	-	28
Subscriptions	754	133
Carried forward	<b>21,480</b>	<b>15,319</b>

This page does not form part of the statutory financial statements

**RYE HERITAGE CENTRE****DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 1ST APRIL 2023**

	2023 £	2022 £
<b>Charitable activities</b>		
Brought forward	<b>21,480</b>	15,319
Waste Disposal	<b>173</b>	117
	<b>21,653</b>	15,436
<b>Support costs</b>		
<b>Finance</b>		
Bank charges	<b>83</b>	96
Plant and machinery	<b>722</b>	963
	<b>805</b>	1,059
<b>Governance costs</b>		
Accountancy fees	<b>1,150</b>	960
Total resources expended	<b>61,292</b>	43,913
<b>Net income</b>	<b>7,762</b>	8,448